

THREE HUNDRETH  
ANNUAL REPORT

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Town of  
Bellingham  
2018





# **IN MEMORIAM**

## **CHARLES BADZMIEROWSKI**

1931 – 2018

Police Department  
Youth Sports Coach

## **LOUIS D. CAMPANO, JR.**

1930 – 2018

DPW

## **PATRICK JOHN COLLINS**

1925 – 2018

Captain, Auxiliary Police

## **WILLIAM H. CUMMINGS**

1928 – 2018

Auxiliary Police  
Board of Health

## **GORDON D. CURTIS**

1926 – 2018

Call Fire Fighter  
Board of Registrars  
Council on Aging

## **WILLIAM J. LAPLANTE**

1942 – 2018

SEWER COMMISSION

## **RAYMOND W. RICHARDS**

1946 – 2018

Veterans Agent

## **PETER VANGEL**

1928 – 2018


Superintendent of Schools





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**ANNUAL REPORT**

**of the**

**TOWN CLERK**

**consisting of**

**ELECTED TOWN OFFICIALS**

**APPOINTED TOWN OFFICIALS**

**POPULATION STATISTICS**

**RECORDS OF TOWN MEETINGS**

**ELECTIONS**

**RECEIPTS**

**MARRIAGES - DEATHS**

**and**

**PUBLICATIONS OF TOWN BY-LAW AMENDMENTS**

**in the**

**TOWN OF BELLINGHAM**

**for the Year Ending December 31, 2018**

**TOWN OF BELLINGHAM**  
**2018 ELECTED OFFICIALS**

**SELECTMEN**

Cynthia L. McNulty  
Daniel M. Spencer  
Donald F. Martinis  
Michael J. Connor  
Michael J. Soter

**TOWN CLERK**

Ann L. Odabashian

**MODERATOR**

Michael B. Carr

**SCHOOL COMMITTEE**

Jennifer L. Altomonte  
Lori Colombo  
Mark J. Flannery  
Melissa Jacques  
Michael J. Reed, Jr

**BLACKSTONE VALLEY VOCATIONAL REGIONAL  
SCHOOL DISTRICT COMMITTEE**

Joseph M. Hall

**PLANNING BOARD**

Brian T. Salisbury  
Dennis J. Trebino  
Peter C. Pappas  
Russell E. Lafond  
William F. O'Connell, Jr.

**CONSTABLES**

David H. Brown  
Richard J. Martinelli  
Roland R. Martinelli  
William Paine

**LIBRARY TRUSTEES**

Amy Bartelloni  
Carol Bird  
Laura M. Howard  
Nicole Buckley  
Rebekah L. Tracy



## **2018 ELECTED TOWN OFFICIALS (con't)**

### **HOUSING AUTHORITY**

Linda L. Cartier  
Debra K. Sacco  
Joseph M. Hall  
Mark Ladoucer  
Sandra L. Tracy \* State Appointee

## **2018 APPOINTED TOWN OFFICIALS**

### **TOWN ADMINISTRATOR**

Denis C. Fraine

### **TOWN COUNSEL**

KP/LAW  
Joseph Fair

### **CHIEF FINANCIAL OFFICER**

Mary MacKinnon

### **TREASURER/COLLECTOR**

Carol Winters

### **CHIEF OF POLICE**

Gerard L. Daigle, Jr.

### **FIRE CHIEF - FOREST FIRE CHIEF**

Steven P. Gentile

### **D.P.W. DIRECTOR**

Donald F. DiMartino

### **DIRECTOR OF COUNCIL FOR THE AGING**

Jocelyn Dutil

### **DIRECTOR OF LIBRARIES**

Bernadette D. Rivard

### **EXECUTIVE DIRECTOR HOUSING AUTHORITY**

Monique S. Bergeron

**ANIMAL CONTROL OFFICER**

Cynthia A. Souza  
Gregory Giardino  
Patrick Kelliher  
Michael Taddeo  
Sam Taddeo  
Tracey Taddeo

**BELLINGHAM EMERGENCY MANAGEMENT AGENCY**

Deputy Fire Chief Mark Poirier, Director

**BOARD OF HEALTH**

Kelly A. McGovern  
Patricia A. Leclair  
Vincent A. Forte

**AGENT TO THE BOARD OF HEALTH (Burial Permits)**

Francis E. Cartier  
Leslie A. Cartier

**HEALTH CONSULTANT**

Michael Catalano

**PUBLIC HEALTH NURSE**

Tricia Parent

**BOARD OF REGISTRARS**

Ann L. Odabashian  
Lawrence J. Sposato, Jr.  
Sandra L. Tracy  
Suzanne Garten

**CAPITAL IMPROVEMENT COMMITTEE**

Daniel Spencer  
Kelly Grant  
Kevin Clark  
Roland A. Lavallee

**CEMETERY COMMITTEE & SEXTONS**

Francis E. Cartier  
James L. Haughey  
Alan Bogan

**CIVIL DEFENSE AUXILIARY POLICE**

James Eames, Chief  
Earl J. Vater, Captain  
John Kauker, IV, Lieutenant  
Dana Lovejoy, Sgt.  
Craig Riolo, Sgt.



### **AUXILIARY POLICE PATROLMEN**

Craig Riolo	Jason Accord	Robert Wheeler
Dana Lovejoy	John Kaulker	William J. Mouyos
David Cataldo	Mark Rebello	

### **CONSERVATION COMMISSION**

Anne M. Matthews, Administrator  
Arianne Barton  
Brian F. Norton  
Clifford A. Matthews  
Michael Roche  
Neal D. Standley  
Shawn M. Wade

### **COUNCIL FOR THE AGING**

Christine (Tina) Taylor  
Elizabeth A. Willey  
Kay Page  
Ming Ming He  
Tsune Roberts

### **CULTURAL COUNCIL**

Linda Trudeau  
Michelle Generoux  
Paul Szuflicki  
Terri McGlynn  
Theresa Szuflicki

### **FINANCE COMMITTEE**

John J. Allam  
Joseph Collamati  
Joyce Flannery  
Kelly Grant  
Kevin Clark  
Kevin Keppler  
Matthew Fernandes  
Tina Griffin, Clerk

### **HISTORICAL COMMITTEE**

Carlton L. Patrick	Margaret Maxwell
Franco A. Tocchi	Priscilla Compton
Marcia A. Crooks	Robert Donahue
	William E. Eltzroth

## **HUMAN RESOURCE DIRECTOR**

Beth Cornell-Smith

## **INFORMATION TECHNOLOGY**

Karen Jasinski-Dutil, Director

Pamela Brodeur, Public Safety Network Administrator

## **INSPECTOR OF BUILDINGS**

Timothy Aicardi

Stephen C. Johnson, Assistant

## **INSPECTOR OF PLUMBING AND GAS**

Roger E. Gaboury, Inspector

Barry Iadarola, Assistant      Fran Sebio, Assistant

Jay B. Palermo, Assistant

## **INSPECTOR OF WEIGHTS AND MEASURES**

John B. Walsh

## **INSPECTOR OF WIRES**

Eugene F. Reckert, Inspector

Richard D. Marcoux, Assistant      Richard F. Lamothe, Assistant

## **MEMORIAL AND VETERANS' DAY COMMITTEE**

James E. Hastings

Allen G. Crawford, Jr.

Marilynn L. Fuller

Robert W. Erickson

Debra J. Parker

Melinda Ehrman

Samuel E. Cowell

Kevin Houlihan

Paula A. Saliba

Wade D. Parker

Kirk L. Crawford

Robert P. Bartlett

## **METROPOLITAN AREA PLANNING COUNCIL REPRESENTATIVE**

James F. Sullivan

## **NORFOLK COUNTY ADVISORY BOARD**

Lawrence J. Sposato, Jr.

## **PARKS COMMISSION**

William L. Roberts, Sr., Chairman

Douglas C. Magine

Scott McDonald

## **PEARL STREET MILL PROJECT**

Ann L. Odabashian

Gordon D. Curtis

Rosemarie (Caddick) Kilduff

Stephen Patrick



## **PRECINCT WARDENS & DEPUTY WARDENS**

<b>Precinct</b>	<b>Wardens</b>	<b>Deputy Wardens</b>
<i>One</i>	Alice H. Bissonnette	Drena Kearns
<i>Two</i>	Elizabeth Willey	Carolyn J. Prescott
<i>Three</i>	Ray A. Webb	John Considine
<i>Four</i>	John T. Molloy	Marie Crossland
<i>Five</i>	Joanne Arcand	Shirley Parziale

## **TAX ASSESSORS**

Grace Devitt  
Tara A. Damiano  
Lawrence J. Sposato, Jr.

## **TOWN COMMON TRUSTEES**

Barbara J. Eltzroth  
Ernest Pelletier, Jr.  
Joanne Arcand  
Lawrence J. Sposato, Jr.  
Leo Dalpe

## **TOWN MEETING TELLERS**

Alice H. Bissonnette, Head Teller

Alice A. Traudt	Elizabeth Willey	Lynbda V. Martell
Bob Robbio	Joanne Arcand	Pierrette M. Corriveau
Carolyn A. Molloy	Kathy Robbio	Priscilla DiLuzio
Drena Kearns	Leona Montville	Shirley J. Parziale

## **TOWN PLANNER/ZONING COMPLIANCE OFFICER**

James Kupfer

## **VETERANS' AGENT AND DIRECTOR OF VETERANS' SERVICES**

Bob Greenhalgh

## **WORKER'S COMPENSATION AGENT**

Beth Cornell-Smith

## **ZONING BOARD OF APPEALS**

Arturo G. Paturzo	James Dunlea	<i>Alternate Members</i>
Brian T. Salisbury	Peter Gabrielle	James D. Jeschke
Brian Wright		Joseph T. Flanagan

## **ASSISTANT TOWN ACCOUNTANT**

Carol A. Mandile

## **ASSISTANT TO THE CHIEF FINANCIAL OFFICER**

Samantha Chatterton

**ASSISTANT TOWN CLERK**

Ana P. Milot

**TREASURER-COLLECTOR OFFICE**

Carol Winters, Treasurer/Collector

Lindsey A. Gentile, Assistant Treasurer/Collector

Michelle L. Nowlan, Assistant Treasurer/Collector

Susan Silva, Clerk/Collector

**ADMINISTRATIVE ASSESSOR**

Elizabeth A. Cournoyer

**ADMINISTRATIVE ASSISTANT TO THE BOARD OF SELECTMEN**

Hilarie Allie

**ADMINISTRATIVE ASSISTANT TO D.P.W. DIRECTOR**

Tina Griffin

**MUNICIPAL CENTER ADMINISTRATIVE ASSISTANT**

Melissa Paquette

**FIELD TECHNICIAN – TAX ASSESSORS OFFICE**

Cheryl A. Hanley

**CLERK TO BOARD OF HEALTH**

Laura A. Renaud

**CLERK TO INSPECTOR OF BUILDINGS**

Michelle A. Brunelle

**CLERK TO PLANNING BOARD**

Jean E. Keyes

**CLERK TO SCHOOL COMMITTEE**

Susan Robidoux

**CLERK TO ZONING BOARD OF APPEALS**

Laura A. Renaud

**PLANNING BOARD ASSOCIATE MEMBER**


Phil Devine

**TOWN CLERK'S  
SUMMARY OF RECEIPTS  
FOR THE YEAR 2018**

	<u>Number Issued</u>	<u>Gross Receipts</u>	<u>Receipts Paid to STATE</u>	<u>Receipts Paid to TOWN</u>
Dog License	2130	\$37,205.00	---	\$37,205.00
Misc. Licenses, Certificates, Etc.	1343	\$15,880.00	---	\$15,880.00
Non-Criminal Citations	213	\$14,050.00	---	\$14,050.00
<b>TOTALS</b>	<b>3686</b>	<b>\$67,135.00</b>	<b>---</b>	<b>\$67,135.00</b>

A true record.

ATTEST:



Ann L. Odabashian  
Bellingham Town Clerk



# **MISCELLANEOUS LICENSES, RECORDALS, CERTIFICATES, ETC.**

**For the year ending:**

**Unit**

**Amount**

**YEARLY**

**December 31, 2018**

**Price**

**Sold**

**TOTAL**

=====	=====	=====	=====
Birth Certificates	10.00	417	\$4,170.00
Death Certificates	10.00	436	\$4,360.00
Marriage Intentions	10.00	249	\$2,490.00
Dog Tag Replacement	2.00		
General By-Laws	10.00		
Miscellaneous Copies	0.20		
Street Lists - Seniors 65+ from 7/1/08	7.00	1	\$7.00
Street Lists - Residents	10.00	1	\$10.00
Street Lists - Non Resident	5.00		
Zoning By-Laws	10.00	3	\$30.00
Business Certificates	20.00	103	\$2,060.00
Marriage Intentions	25.00	95	\$2,375.00
Pole Locations (\$20.00 single/\$40.00 Joint)	20.00		
Raffle & Bazaar Permits	10.00	8	\$80.00
Underground Storage Permits	10.00	30	\$300.00
Non-Criminal Disposition - \$25.00	25.00	2	\$50.00
Non-Criminal Disposition - \$50.00	50.00	132	\$6,600.00
Non-Criminal Disposition - \$60.00	60.00	49	\$2,940.00
Non-Criminal Disposition - \$100.00	100.00	13	\$1,300.00
Non Criminal Dispodtion - \$150.00	150.00		
Non Criminal Deposition - \$250.00	200.00	1	\$200.00
Non Criminal Disposition - 300.00	400.00	1	\$400.00
Non Criminal Deposition - \$500.00	500.00	4	\$2,000.00
Subpoena/Summons Fees	Varied		
Misc. Non Criminal -			
Misc. Certifications	varied	\$11.00	\$558.00
Misc. Court Fees			
		Total	\$29,930.00

A True Record.

Attest:

  
Ann L. Odabashian

Bellingham Town Clerk

## TOWN CLERK'S RECEIPTS

### DOG LICENSES SOLD - 2018

	Numbered Issued	Unit Price	Gross Receipts Paid to Town
Male	95	\$20.00	\$ 1,900.00
Neutered Male	959	\$15.00	\$14,385.00
Female	64	\$20.00	\$ 1,280.00
Spayed Female	999	\$15.00	\$14,985.00
Kennel - 10 dogs or less	3	\$65.00	\$ 195.00
Kennel - More than 10 dogs	3	\$120.00	\$ 360.00
Service Dogs	7	.00	.00
<b>TOTAL LICENSES SOLD</b>	2,130		\$33,105.00
<b>LATE FEES</b>			\$ 4,100.00
<b>TOTAL</b>			\$37,205.00

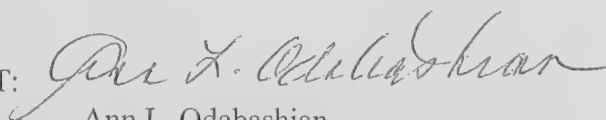
The Town of Bellingham accepted the provisions of Massachusetts General Laws Chapter 140, Section 147A at the special Town Meeting held on December 15, 1987. This authorized the town to keep all fees collected from the sale of dog licenses or monies received as fines.

Dog and Kennel Licenses are due annually April 1st.

A \$20.00 late fee is imposed after June 30th for each dog licensed.

A true record.

ATTEST:



Ann L. Odabashian  
Bellingham Town Clerk

# TOWN OF BELLINGHAM

## OFFICIAL POPULATION STATISTICS

<u>CENSUS DATE</u>	<u>POPULATION</u>
May 25, 1765	468
March 29, 1776	627
January 1, 1978	14,619
January 1, 1979	14,692
January 1, 1980	14,476
January 1, 1981	14,339
January 1, 1982	14,209
January 1, 1983	14,098
January 1, 1984	14,107
January 1, 1985	13,981
January 1, 1986	13,911
January 1, 1987	14,001
January 1, 1988	14,140
January 1, 1989	14,404
January 1, 1990	14,375
January 1, 1991	14,319
January 1, 1992	14,187
January 1, 1993	14,275
January 1, 1994	14,217
January 1, 1995	14,251
January 1, 1996	14,525
January 1, 1997	14,590
January 1, 1998	14,686
January 1, 1999	14,767
January 1, 2000	15,027
January 1, 2001	15,075
January 1, 2002	15,093
January 1, 2003	15,301
January 1, 2004	15,347
January 1, 2005	15,504
January 1, 2006	15,645
January 1, 2007	15,714
January 1, 2008	15,787
January 1, 2009	15,828
January 1, 2010	15,867
January 1, 2011	15,950
January 1, 2012	15,746
January 1, 2013	15,820
January 1, 2014	15,612
January 1, 2015	15,633
January 1, 2016	16,070
January 1, 2017	15,652
January 1, 2018	15, 638



# TOWN OF BELLINGHAM

## OFFICIAL FEDERAL POPULATION STATISTICS

<u>CENSUS DATE</u>	<u>POPULATION</u>
August 1, 1790	735
August 1, 1800	704
August 1, 1810	766
August 1, 1820	1,034
June 1, 1830	1,102
June 1, 1840	1,055
June 1, 1850	1,281
June 1, 1860	1,313
June 1, 1870	1,282
June 1, 1880	1,223
June 1, 1890	1,334
June 1, 1900	1,682
April 15, 1910	1,696
January 1, 1920	2,102
April 1, 1930	3,189
April 1, 1940	2,979
April 1, 1950	4,100
April 1, 1960	6,774
April 1, 1970	13,967
April 1, 1980	14,300
April 1, 1990	14,877
April 1, 2000	15,314
April 1, 2010	16,332

## VITAL STATISTICS RECORD

2018

BIRTHS	162
MARRIAGES	94
DEATHS	101
TOTALS	357

Vital statistics recorded in the Town Report reflect events which occurred ONLY in Massachusetts. Many of Bellingham's births and deaths are in surrounding hospitals in Rhode Island and are considered out-of-state records and not returned to the town of residence.

**MARRIAGES** recorded in the Town of Bellingham include ONLY those couples that filed their marriage intention in Bellingham.

### OUT OF WEDLOCK BIRTHS:

Chapter 556 of the Acts of 1989 allow for resident copies of out of wedlock births to be transmitted to the town of residents, upon request of the mother at the time of birth. This act has been in effect since February 27, 1990 and applies to births from that date to the present.

These records are still considered "impounded" and access is limited to the following individuals:

- Mother and Father - if Father is listed on record
- Child
- Legal Guardian of the Child - with proper legal papers
- Legal representative of the above

# MARRIAGES RECORDED IN THE TOWN OF BELLINGHAM

## IN THE YEAR 2018

DATE OF MARRIAGE	NAME OF PRINCIPALS	RESIDENCE
<b>January</b>		
1	Michael Johnson Hale Vanessa Ann Kaupelis	Bellingham, MA Bellingham, MA
10	William John Patterson III Christine Louise Grich	Bellingham, MA Bellingham, MA
27	Matthew James Sullivan Bonnie Jean Amero	Bellingham, MA Bellingham, MA
27	Eric Gerard Caouette Casandra Michelle Nichols	Bellingham, MA Bellingham, MA
29	Craig Jacob Talma Ana Margarida Maia	Bellingham, MA Bellingham, MA
<b>February</b>		
5	Dustin Evan Rossi Danielle Anne Spiker	Bellingham, MA Bellingham, MA
<b>March</b>		
10	Brian Scott Rutter Kimberly Anne Picard	Lincoln, RI Lincoln, RI
23	Gage Ryan Jeffries Amber Nicole Chaffins	Bellingham, MA Bellingham, MA
<b>April</b>		
20	Peter Oakes Hurley Shannon Jean Rocket	Mendon, MA Mendon, MA
28	Evaldo Santos De Oliveira Soraya Efigenia Carvalho	Marlboro, MA Bellingham, MA



# MARRIAGES RECORDED IN THE TOWN OF BELLINGHAM

## IN THE YEAR 2018

DATE OF MARRIAGE	NAME OF PRINCIPALS	RESIDENCE
May		
4	Timothy Matthew Donovan Ester das Neves Silva	Bellingham, MA Bellingham, MA
4	James Frederick Earle Jr. Erin Michelle Rocheleau	Bellingham, MA Bellingham, MA
4	Daniel Robert Butler Kathleen Alyssa Cook	Bellingham, MA Bellingham, MA
5	Thomas Brendon Byrne Jenna Marie Kaplan	Bellingham, MA Bellingham, MA
5	Abraham Seed Walters Kristina Lee Lomba	Milford, MA Raynham, MA
5	Jason Lee Johnson Jessica Lynn Vanasse	Woonsocket, RI Woonsocket, RI
11	Jeffrey Alan Buttonow Jennifer Bernadette Camire	Hopedale, MA Bellingham, MA
11	Matthew Eric Deziel Rebecca Megan McKenna	Bellingham, MA Bellingham, MA
12	David Leland Grady Sara Fino Palinkas	Bellingham, MA Bellingham, MA
17	Alfred John Mussi Carol Ann Palmieri	Bellingham, MA Medfield, MA
18	Jeffrey Wade Gray Alycia Ellen Sullivan	Bellingham, MA Bellingham, MA

# MARRIAGES RECORDED IN THE TOWN OF BELLINGHAM

## IN THE YEAR 2018

DATE OF MARRIAGE	NAME OF PRINCIPALS	RESIDENCE
<b>May</b>		
19	Mailyn Dubon Michelle Elaine Roy	Framingham, MA Mansfield, MA
19	Scott Ronald Shreenan Brianna Jean Paturzo	Bellingham, MA Bellingham, MA
19	Christopher Michael Couepel Andrea Lee Harnois	Woonsocket, RI Woonsocket, RI
19	Edward Byrnes Hope Lynn Sawyer	Bellingham, MA Bellingham, MA
20	Claudio Rodrigues Coelho Danielle Lenore Spooner	Stoughton, MA Blackstone, MA
26	Daniel Arthur Marston Jacqueline Francis Finn	Bellingham, MA Bellingham, MA
<b>June</b>		
2	Matthew Crossen Lovett Sarah Elizabeth Davison	Bellingham, MA Bellingham, MA
7	Sergio Osvaldo Quiroz Gonzalez Rosa Esther Castillo Caballero	Boquete, Panama David Chiriqui, Panama
8	Anthony Delucia Samantha Michelle O'Toole	Frankin, MA Medway, MA
9	Miriam A. Kethan Jeanne L. Vetter	North Smithfield, RI North Smithfield, RI
9	Jeffrey Thomas Strang Jessica Anne Bunnell	Woonsocket, RI Woonsocket, R

# MARRIAGES RECORDED IN THE TOWN OF BELLINGHAM

## IN THE YEAR 2018

DATE OF MARRIAGE	NAME OF PRINCIPALS	RESIDENCE
June		
16	Corey Michael Whittemore Kaitlin Marie Bannon	Beverly, MA Beverly, MA
23	Cody Michael Franks Ashley Elizabeth Flynn	Newton, MA Bellingham, MA
23	Antero M. Trindade Ana D. Dias	Bellingham, MA Milford, MA
23	Scott Joseph Dion Patrice Christine Mahoney	Bellingham, MA Bellingham, MA
24	James Michael Mailly Emily Renee Burlingame	Bellingham, MA Bellingham, MA
25	Brian Francis D'Alessandro Sabrina Viana Figueiredo Hoehene	Bellingham, MA Bellingham, MA
28	David John Lynch Faina Kopilevich	Bellingham, MA Bellingham, MA
30	Ethan John Dangelo Shauna Karyn King	Walpole, MA Bellingham, MA
July		
1	Geoffrey Robert Allen Sarah Catherine Gould	Franklin, MA Franklin, MA
4	Anthony Delgiudice Donna Ann Dorino	Wading River, NY Bellingham, MA



# MARRIAGES RECORDED IN THE TOWN OF BELLINGHAM

## IN THE YEAR 2018

DATE OF MARRIAGE	NAME OF PRINCIPALS	RESIDENCE
<b>July</b>		
13	Alexander James Pearson Julia McKinstry Trees	Bellingham, MA Bellingham, MA
14	Steven James O'Brien Kristen Elese Magerowski	Franklin, MA Franklin, MA
20	Peter Michael Tariela II Leigh Ann Heath	Attleboro, MA Attleboro, MA
28	Daniel James Griffin Kittima Butchan	Bellingham, MA Bellingham, MA
<b>August</b>		
4	Stephen F. Morin Kathleen F. Kelley	Woonsocket, RI Woonsocket, RI
5	Andre Lloyd Chapman Celestina Lee Hurwitz	Bellingham, MA Bellingham, MA
10	Harry Edward Washington Cori Anne Anderson Semple	Bellingham, MA Bellingham, MA
10	Adam Harold Hawkesworth Danielle Elizabeth Muise	Bellingham, MA Bellingham, MA
11	Christian Hooper Dunbar Meaghan Ann Powell	Bellingham, MA Bellingham, MA
18	Kenneth a. Draninville Debra A. Dion	Bellingham, MA Bellingham, MA

# MARRIAGES RECORDED IN THE TOWN OF BELLINGHAM

## IN THE YEAR 2018

DATE OF MARRIAGE	NAME OF PRINCIPALS	RESIDENCE
<b>August</b>		
18	Mark S. Zagaglia Jr. Andrea L. Byron	Bellingham, MA Bellingham, MA
31	Garret David Mier Lisa Marie Nardella	Bellingham, MA Bellingham, MA
31	Wilfredo Guzman Roman Meghan Katherine McMorrow	Bellingham, MA Bellingham, MA
<b>September</b>		
7	Joshua Joseph Sables Kayla Margaret Person	Bellingham, MA Bellingham, MA
8	Vincent Adlio Tognacci Emilee Louise Solina	Bellingham, MA Bellingham, MA
8	Anthony Peter Bavosi Crystal Ann Tepanier	Bellingham, MA Bellingham, MA
9	Adam Michael Dauley Jennifer Ann Stearns	Bellingham, MA Bellingham, MA
14	Daniel Carl Aaron Jennifer Karin Hemstedt	Bellingham, MA Bellingham, MA
15	Taylor Steven Fields Katie Elizabeth Laferte	N.Scituate, MA Bellingham, MA
15	Korey Alan Paul Taylor Renee Ward	Foster, RI Foster, RI

# MARRIAGES RECORDED IN THE TOWN OF BELLINGHAM

## IN THE YEAR 2018

DATE OF MARRIAGE	NAME OF PRINCIPALS	RESIDENCE
September		
15	Rafael Estrela Barros Elizabeth Ann Rankins	Bellingham, MA Bellingham, MA
22	Joshua Lennon Delannoy Bethany Marie Lafontaine	Cumberland, RI Cumberland, RI
23	Michael Arthur Reilly Jennifer Csizmesia	Lincoln, RI Lincoln, RI
28	Paul Richard Wright Aylin Nezaket Ozcelik	Bellingham, MA Bellingham, MA
28	Michael Alen Belisle II Denise Louise Bedford	Summerville, SC Woonsocket, RI
28	Rusty Ryan Hall Lauren Elizabeth Gagnon	N. Smithfield, RI N. Smithfield, RI
29	Adam John Bellar Nikki Angel Collari	Woonsocket, RI Millis, MA
29	William Mark Zurich III Chelsy Marie Spencer	Jersey City, NJ Jersey City, NJ
30	Steven Thomas Laroue Hailee Pamela Souliere	Woonsocket, RI Woonsocket, RI

# MARRIAGES RECORDED IN THE TOWN OF BELLINGHAM

## IN THE YEAR 2018

DATE OF MARRIAGE	NAME OF PRINCIPALS	RESIDENCE
October		
5	Christopher David Walsh Elizabeth Ann Walsh	Bellingham, MA Bellingham, MA
5	Sean Salas Erica Lynn Rotondo	Warwick, RI Johnston, RI
6	Eric Andrew Jenike Kaitlyn Elizabeth Courville	Bellingham, MA Bellingham, MA
6	David John Sullivan Mariana Garcia Zapata	Bellingham, MA Bellingham, MA
6	Brian Paul Heno Amanda Christine Lincourt	Bellingham, MA Bellingham, MA
12	Benjamin Mark Fraser Nikki Susan Kobel	Sutton, MA Sutton, MA
12	Christopher Whiting Lafleur Erin Eileen Collins	Bellingham, MA Bellingham, MA
13	Daniel Ryan Murray Samantha Kathleen Leblanc	Woonsocket, RI Woonsocket, RI
26	Gilbert Pedro Carrillo Caroline Da Silva Sampaio	Somerville, MA Somerville, MA
26	Brian James McNally Emily Suzanne Currier	Bellingham, MA Bellingham, MA



# MARRIAGES RECORDED IN THE TOWN OF BELLINGHAM

## IN THE YEAR 2018

DATE OF MARRIAGE	NAME OF PRINCIPALS	RESIDENCE
<b>October</b>		
27	Ryan Patrick Stock Margaret Lynn Beukema	Bellingham, MA Bellingham, MA
27	Scott Ryan Seigal Jaclyn Marie Lafrance	Bellingham, MA Bellingham, MA
27	Ryan James Coyle Kayla Ann Cunningham	Pawtucket, RI Pawtucket, RI
<b>November</b>		
2	Matthew Costa Kayla Elizabeth Fernandes	Smithfield, RI Smithfield, RI
3	Jeremy Harvey Dmytryck Denise Marie Sarsfield	Bellingham, MA Bellingham, MA
10	Dale Robert Webster Holly Lynn Mahoney	Bellingham, MA Bellingham, MA
<b>December</b>		
1	Richard R. Paradis Kathryn Kelley	Bellingham, MA Bellingham, MA
2	Jeffrey Edward Crowley Katelyn Elizabeth Hebden	Woonsocket, RI Grafton, MA
9	James Scott Goryl Cynthia Marie Crignon	Bellingham, MA Bellingham, MA
12	Stephen Anthony Centola Amanda Marie Barroso	Bellingham, MA Bellingham, MA

# MARRIAGES RECORDED IN THE TOWN OF BELLINGHAM

## IN THE YEAR 2018

DATE OF MARRIAGE	NAME OF PRINCIPALS	RESIDENCE
December 17	Richard James Daigle Chynna Marie Costa	Coventry, RI Coventry, RI
22	Oscar Javier Diaz Beckford Kelly Marie Tedford	Ashland, MA Northbridge, MA

**DEATHS RECORDED IN THE TOWN OF BELLINGHAM**  
**IN THE YEAR 2018**

<b>DATE OF DEATH</b>	<b>NAME OF DECEASED</b>	<b>AGE</b>
--------------------------	-------------------------	------------

**JANUARY**

2	Edward J Ashman Jr.	72
5	Neil B. Malloy	98
6	Frank J Varrichione	85
8	Donna E Latham	56
10	Alessandrina C Derrico	75
10	Diane Pouliot	70
16	Linda Annette Palardy	61
20	Matthew R Nord	30
26	Daniel J. Perella II	26
29	Steven G Fleury	65
29	Raymond William Richards	71
30	Steven P Bunnell	35
30	Emanuel Paukovits	82

**FEBRUARY**

6	Robert P Ellard Jr.	61
7	Nancy Mae Dalrymple	90
11	Herbert Richard Briss	92
11	Peter Francis Bertolino	76
17	Linda Ranieri	54
23	Stasia B. Szuflicki	101

**MARCH**

7	Blanche E. Lamothe	88
14	Lorraine A. Hartelius	76
16	David A. Perry	61
19	Louis D. Campano Jr.	87
22	Michael Paul O'Dell	35
23	Ernestine L. MacNeil	83
25	Robin J. Leahy	78
25	James Kevin Nolan	73
26	Salina Pauline Tofani	36

**DEATHS RECORDED IN THE TOWN OF BELLINGHAM**  
**IN THE YEAR 2018**

DATE OF DEATH	NAME OF DECEASED	AGE
<b>APRIL</b>		
7	Aurora Z Little	87
11	Robert P. Falter	78
15	Richard Onkenhout	56
24	John R. Panizo	74
<b>MAY</b>		
2	Jeannette C. Forcier	86
10	Martha C. McGilvray	71
24	Linda M. Robinson	65
27	Mary Jane Leonard	80
28	Elizabeth Attwood	90
30	James Edward Kelly	64
<b>JUNE</b>		
2	Maxine Y. Laquerre	42
3	Joan M. Buben	78
4	Stephen J. Tota	93
8	Elisabeth Salger	84
8	David A. Spear Sr.	83
15	Thomas Russell Timmins	59
21	Richard E. Wrenn	83
28	Alexander Edgar Goulet	97
30	Anthony L Merolla	50
<b>JULY</b>		
1	Thomas E Carney Jr.	66
1	Joseph M. Kenney	74
4	Prudence Rezendes	79
4	Evelyn Cummings	90
6	William Cummings	89



# DEATHS RECORDED IN THE TOWN OF BELLINGHAM

IN THE YEAR 2018

DATE OF  
DEATH

NAME OF DECEASED

AGE

## JULY

11	Barbara Arline Cooper	94
17	Vicente Neto Bernardes	2hrs
19	Brenda A Campbell	78
19	Salvatore Graceffa	75
29	Barbara E. Conners	76
30	Joitiben Ambalal Patel	104

## AUGUST

2	John Gordon Berkeley	48
6	Teresa Palombi	55
10	Carolina Drummond	44
11	Norman Francis MacIntyre Sr.	90
19	Paul V Hurd	65
29	Ruth M. Bakalars	83

## SEPTEMBER

11	William J. Laplante	76
11	Margaret E. Bolduc	64
12	Thomas Gary Kadlik	78
20	Sean M. Flaherty	41
24	Gerald Stephen Doonan	79
27	Roland A. Desmarais	75
30	Charles E. Golding	81

## OCTOBER

1	Charles R. Fricker	70
3	Elizabeth M. Martell	98
8	Lucien E. Daigle	88
11	Patrick John Collins	93
13	Jane M. Barnes	83
27	Emma Wolf	83
28	Raymond J. Dubeau	90

# DEATHS RECORDED IN THE TOWN OF BELLINGHAM

IN THE YEAR 2018

DATE OF DEATH	NAME OF DECEASED	AGE
------------------	------------------	-----

## NOVEMBER

1	Janina Mary Anderson	76
2	Thomas Trumbour	57
5	Jeannette G. Laplante	98
12	Michael Bousquet	54
14	David John Lynch	60
17	John Thomas Sullivan	92
19	Nancy E. Doyle	79
25	Charles Robert Badzmierowski Sr.	87
30	Irving Sherman Schein	92

## DECEMBER

3	Gordon D. Curtis	92
3	Donald Eugene Lussier	76
5	Dennis W. Andrew	72
5	Judith A. Hoyt	72
6	Alfred G. Boucher Jr.	86
7	Nancy Evans	81
9	Susan Marie Bariteau	61
18	Mary C. Burr	87
20	Patricia Ann Dresser	81
23	Ida R. Parker	99
28	Robert E. Harpin	75
28	Jeffrey S. Parker	57
30	Deborah C. Murzycki	64
31	Reich, William D	72

TOWN OF BELLINGHAM  
ANNUAL TOWN ELECTION  
43,165

%  
VOTES  
CAST

Question #1	P-1	P-2	P-3	P-4	P-4A	P-5	Total	
*****	*****	*****	*****	*****	*****	*****	*****	*****
Adopt Bylaw Prohibiting the Sale of Marijuana								
-----								
YES	156	199	193	189	0	170	907	
NO	85	135	105	100	0	75	500	
All Others	0	0	0	0	0	0	0	
BLANKS	0	4	0	0	0	0	4	
TOTAL	241	338	298	289	0	245	1,411	
*****								

Registered voters by Precinct

Votes cast per precinct

% of vote per precinct

A True Record.

ATTEST:

  
Ann Odabashian  
Bellingham Town Clerk



# TOWN OF BELLINGHAM

## OFFICE OF TOWN CLERK

Bellingham Municipal Center  
10 Mechanic Street  
Bellingham, MA 02019

Town Clerk  
Ann L. Odabashian

Tel.: 508-657-2830

Fax: 508-657-2832

### SPECIAL TOWN MEETING

March 28, 2018  
AT 7:30 P.M

I hereby certify the following page 1 through 4 inclusive, are a true record of the motions adopted by the voters of the Town of Bellingham at the Special Town Meeting of March 28, 2018 at 7:25 PM.

A true copy.

ATTEST:

Ann L. Odabashian  
Bellingham Town Clerk

COMMONWEALTH OF MASSACHUSETTS

TOWN OF BELLINGHAM

WARRANT FOR SPECIAL TOWN MEETING

Norfolk, ss:

To either of the Constables of the Town of Bellingham, in the County of Norfolk;

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs to meet at the

HIGH SCHOOL AUDITORIUM

in said Bellingham, on Wednesday, the twenty eighth day of March 2018, at 7:25 p.m., then and there to act on the following articles:

ARTICLE 1. MEDICAL MARIJUANA

To see if the town will vote to amend its Zoning Bylaw as follows:

Amend Section 240-31, Use Regulations Schedule, by adding the following:

	District				
	A	S,R	M	B-1, B-2	I
COMMERCIAL USES					
Medical Marijuana Treatment Center	No	No	No	No	No

Amend Article VI, Definitions, Section 240-32 by adding the following definition:

Medical Marijuana Treatment Center: A not-for-profit entity, as defined by Massachusetts law only, registered under Chapter 369 of the Acts of 2012, that acquires, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying



patients or their personal caregivers, but not including Marijuana Cultivators; or act or do anything in relation thereto.

(By: Board of Selectmen)

**VOTED:** The Town voted to amend its Zoning Bylaw as flows:

Amend Section 240-31, Use Regulations Schedule, by adding the following:

	District				
	A	S,R	M	B-1,B-2	I
<b>COMMERCIAL USES</b>					
Medical Marijuana Treatment Center	No	No	No	No	No

Amend Article VI, Definitions, Section 240-32 by adding the following definition:

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Motion carried by 2/3 voice vote. (per General By-Law Section 4.07.100 adopted by Town on May 28, 1997)

## **ARTICLE 2. MARIJUANA CULTIVATOR/MARIJUANA ESTABLISHMENT**

To see if the town will vote to amend its Zoning Bylaw as follows:

Amend Section 240-31, Use Regulations Schedule, by adding the following:

	District				
	A	S,R	M	B-1, B-2	I
<b>COMMERCIAL USES</b>					
Marijuana Cultivator	No	No	No	No	PB
Marijuana Establishments	No	No	No	No	No

Amend the Zoning Bylaw, Article VI, Definitions, Section 240-32 by adding the following definitions:

**Marijuana Cultivator:** An entity licensed to cultivate, process and package marijuana, to deliver marijuana to Marijuana Establishments and/or Medical Marijuana Treatment Centers and to transfer marijuana to other Marijuana Establishments and/or Medical Marijuana Treatment Centers, but not to consumers.

**Marijuana Establishments:** A marijuana independent testing laboratory, marijuana product manufacturer, or marijuana retailer, all as defined in General Laws chapter 94G, §1, but not including Marijuana Cultivators; or act or do anything in relation thereto.

(By: Finance Committee and Planning Board)

**VOTED:** The Town voted to amend its Zoning Bylaw as flows:

Amend Section 240-31, Use Regulations Schedule, by adding the following:

	District				
	A	S,R	M	B-1,B-2	I
COMMERCIAL USES					
Marijuana Cultivator	No	No	No	No	PB
Marijuana Establishments	No	No	No	No	No

Amend the Zoning Bylaw, Article VI, Definitions, Section 240-32 by adding the following definitions:

**Marijuana Cultivator:** An entity licensed to cultivate, process and package marijuana, to deliver marijuana to Marijuana Establishments and/or Medical Marijuana Treatment Centers and to transfer marijuana to other Marijuana Establishments and/or Medical Marijuana Treatment Centers, but not to consumers.

**Marijuana Establishments:** A marijuana independent testing laboratory, marijuana product manufacturer, or marijuana retailer, all as defined in General Laws chapter 94G, §1, but not including Marijuana Cultivators;

A Two Thirds vote carried the motion.

Hand count: Yes – 303 No - 63

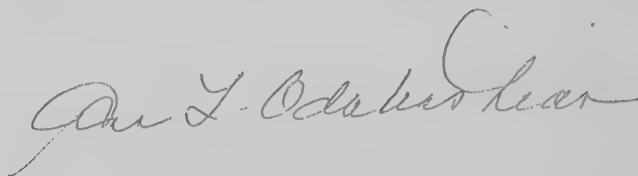
(By: Finance Committee and Planning Board)

Meeting adjourned Wednesday, March 29, 2018 at 8:14 P.M.

P - 1	P - 2	P - 3	P - 4	P - 4A	P - 5	TOTAL
67	90	75	76	4	56	368

A true record.

ATTEST:

A handwritten signature in cursive script, appearing to read "Ann L. Odabashian".

Ann L. Odabashian  
Bellingham Town Clerk



# TOWN OF BELLINGHAM

## OFFICE OF TOWN CLERK

Bellingham Municipal Center  
10 Mechanic Street  
Bellingham, MA 02019

Town Clerk  
Ann L. Odabashian

Tel.: 508-657-2830  
Fax: 508-657-2832

### PUBLICATION OF TOWN BY-LAWS

The attached amendments to the

Zoning and General By-Laws

of the Warrant for the Bellingham Special Town Meeting  
that convened on **March 28, 2018** —**Articles 1 and 2**,  
Case #8808 with the approval and non-approval of the

Attorney General is hereby:

### PUBLISHED

Any claim to invalidity by reason of defect in the procedure of adoption and/or  
amendment may only be made, in writing, within ninety days of this posting.

ATTEST:

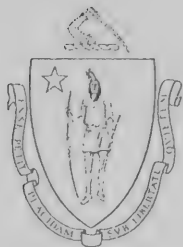
Ann L. Odabashian  
Bellingham Town Clerk

#### POSTED IN THE FOLLOWING PLACES:

Precinct # 1	Market Basket & Stall Brook School
Precinct # 2	Famous House of Pizza & Depot Court Activity Room
Precinct # 3	Bellingham Municipal Center & Bellingham Public Library
Precinct # 4	Charlie's Tire & Charles River Bank.
Precinct # 5	Wrentham Manor Activity Room & Li'l General Store

Date Posted: \_\_\_\_\_

\_\_\_\_\_  
Constable of Bellingham



THE COMMONWEALTH OF MASSACHUSETTS  
OFFICE OF THE ATTORNEY GENERAL

CENTRAL MASSACHUSETTS DIVISION  
10 MECHANIC STREET, SUITE 301  
WORCESTER, MA 01608

MAURA HEALEY  
ATTORNEY GENERAL

(508) 792-7600  
(508) 795-1991 fax  
[www.mass.gov/ago](http://www.mass.gov/ago)

June 19, 2018

Ann L. Odabashian, Town Clerk  
Town of Bellingham  
10 Mechanic Street  
Bellingham, MA 02019

Re: Bellingham Special Town Meeting of March 28, 2018 -- Case # 8808  
Warrant Articles # 1 and 2 (Zoning)

Dear Ms. Odabashian:

Articles 1 and 2 - We approve Articles 1 and 2 from the Bellingham Special Town Meeting of March 28, 2018.

Note: Pursuant to G.L. c. 40, § 32, neither general nor zoning by-laws take effect unless the Town has first satisfied the posting/publishing requirements of that statute. Once this statutory duty is fulfilled, (1) general by-laws and amendments take effect on the date these posting and publishing requirements are satisfied unless a later effective date is prescribed in the by-law, and (2) zoning by-laws and amendments are deemed to have taken effect from the date they were approved by the Town Meeting, unless a later effective date is prescribed in the by-law.

Very truly yours,

MAURA HEALEY  
ATTORNEY GENERAL

*Margaret J. Hurley*

by: Margaret J. Hurley, Assistant Attorney General  
Chief, Central Massachusetts Division  
Director, Municipal Law Unit  
Ten Mechanic Street, Suite 301  
Worcester, MA 01608  
(508) 792-7600 x 4402

cc: Town Counsel Katherine D. Laughman and Joseph Fair





# TOWN OF BELLINGHAM

## OFFICE OF TOWN CLERK

Bellingham Municipal Center  
10 Mechanic Street  
Bellingham, MA 02019

Town Clerk  
Ann L. Odabashian

Tel.: 508-657-2830  
Fax: 508-657-2832

April 2, 2018

### TO WHOM IT MAY CONCERN:

RE: Special own Meeting of  
March 28, 2018 at 7:25 PM

I hereby certify that the following is a true record of the vote adopted under Article 1  
Of the qualified voters of the Town of Bellingham at the above referenced meeting.

### ARTICLE 1. MEDICAL MARIJUANA

To see if the town will vote to amend its Zoning Bylaw as follows:

Amend Section 240-31, Use Regulations Schedule, by adding the following:

	District				
	A	S,R	M	B-1, B-2	I
COMMERCIAL USES					
Medical Marijuana Treatment Center	No	No	No	No	No

Amend Article VI, Definitions, Section 240-32 by adding the following definition:

**Medical Marijuana Treatment Center:** A not-for-profit entity, as defined by Massachusetts law only, registered under Chapter 369 of the Acts of 2012, that acquires, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers, but not including Marijuana Cultivators; or act or do anything in relation thereto.

(By: Board of Selectmen)

**VOTED:** The Town voted to amend its Zoning Bylaw as flows:

Amend Section 240-31, Use Regulations Schedule, by adding the following:

District

	A	S,R	M	B-1,B-2	I
COMMERCIAL USES					
Medical Marijuana Treatment Center	No	No	No	No	No

Amend Article VI, Definitions, Section 240-32 by adding the following definition:

Medical Marijuana Treatment Center: A not-for-profit entity, as defined by Massachusetts law only, registered under Chapter 369 of the Acts of 2012, that acquires, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, Products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers, but not including Marijuana Cultivators;


Motion carried by 2/3 voice vote. (per General By-Law Section 4.07.100 adopted by Town on May 28, 1997)

Meeting adjourned Wednesday, March 29, 2018 at 8:14 P.M.

P - 1	P - 2	P - 3	P - 4	P - 4A	P - 5	TOTAL
67	90	75	76	4	56	368

A true record.

ATTEST



Ann L. Odabashian  
Bellingham Town Clerk



# **TOWN OF BELLINGHAM**

## **OFFICE OF TOWN CLERK**

Bellingham Municipal Center  
10 Mechanic Street  
Bellingham, MA 02019

Town Clerk  
Ann L. Odabashian

**April 2, 2018**

Tel.: 508-657-2830  
Fax: 508-657-2832

### **TO WHOM IT MAY CONCERN:**

### **RE: SPECIAL TOWN MEETING OF MARCH 28, 2018 AT 7:30 PM.**

I hereby certify that the following is a true record of the vote adopted under Article 2  
Of the qualified voters of the Town of Bellingham at the above referenced meeting.

### **ARTICLE 2. MARIJUANA CULTIVATOR/MARIJUANA ESTABLISHMENT**

**To see if the town will vote to amend its Zoning Bylaw as follows:**

**Amend Section 240-31, Use Regulations Schedule, by adding the following:**

	District				
	A	S,R	M	B-1, B-2	I
<b>COMMERCIAL USES</b>					
<b>Marijuana Cultivator</b>	No	No	No	No	PB
<b>Marijuana Establishments</b>	No	No	No	No	No

**Amend the Zoning Bylaw, Article VI, Definitions, Section 240-32 by adding the following definitions:**

**Marijuana Cultivator:** An entity licensed to cultivate, process and package marijuana, to deliver marijuana to Marijuana Establishments and/or Medical Marijuana Treatment Centers and to transfer marijuana to other Marijuana Establishments and/or Medical Marijuana Treatment Centers, but not to consumers.

**Marijuana Establishments:** A marijuana independent testing laboratory, marijuana product manufacturer, or marijuana retailer, all as defined in General Laws chapter 94G, §1, but not including Marijuana Cultivators; or act or do anything in relation thereto.

**(By: Finance Committee and Planning Board)**

**VOTED:** The Town voted to amend its Zoning Bylaw as flows:

Amend Section 240-31, Use Regulations Schedule, by adding the following:

	District				
	A	S,R	M	B-1,B-2	I
<b>COMMERCIAL USES</b>					
<b>Marijuana Cultivator</b>	No	No	No	No	PB
<b>Marijuana Establishments</b>	No	No	No	No	No

Amend the Zoning Bylaw, Article VI, Definitions, Section 240-32 by adding the following definitions:

**Marijuana Cultivator:** An entity licensed to cultivate, process and package marijuana, to deliver marijuana to Marijuana Establishments and/or Medical Marijuana Treatment Centers and to transfer marijuana to other Marijuana Establishments and/or Medical Marijuana Treatment Centers, but not to consumers.

**Marijuana Establishments:** A marijuana independent testing laboratory, marijuana product manufacturer, or marijuana retailer, all as defined in General Laws chapter 94C, §1, but not including Marijuana Cultivators;

A Two Thirds vote carried the motion.

Hand count: Yes – 303 No - 63

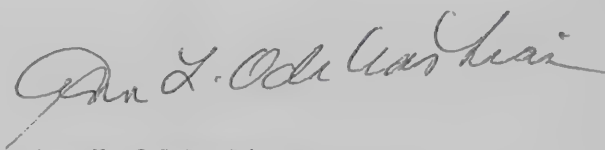
(By: Finance Committee and Planning Board)

Meeting adjourned Wednesday, March 29, 2018 at 8:14 P.M.

P - 1	P - 2	P - 3	P - 4	P - 4A	P - 5	TOTAL
67	90	75	76	4	56	368

A true record

ATTEST:



Ann L. Odabashian  
Bellingham Town Clerk

TOWN OF BELLINGHAM  
ANNUAL TOWN ELECTION  
May 1, 2018

OFFICE & CANDIDATES	P-1	P-2	P-3	P-4	P-4A	P-5	Total
---------------------	-----	-----	-----	-----	------	-----	-------

SELECTMAN - for 3 years  
2 to be elected

Michael J. Connor	36	51	39	43		54	223
Cynthia Lawson McNulty	38	45	54	46		51	234
Write Ins	4	0	0	8		2	14
Blanks	14	21	25	41		30	131
TOTAL	92	117	118	138	0	137	602

LIBRARY TRUSTEE - for 3 years  
1 to be elected

Carol Bird	41	55	53	51		56	256
All Others	0	0	2	3		1	6
Blanks	4	3	5	15		12	39
TOTAL	45	58	60	69	0	69	301

PLANNING BOARD MEMBER - for 3 years  
2 to be elected

Brian Salibury	38	50	46	53		44	231
Dennis T. Trebino	31	46	47	49		49	222
All Others	0	2	0	4		3	9
Blanks	21	20	25	32		42	140
TOTAL	90	118	118	138	0	138	602



TOWN OF BELLINGHAM  
ANNUAL TOWN ELECTION  
May 1, 2018

OFFICE & CANDIDATES	P-1	P-2	P-3	P-4	P-4A	P-5	Total
*****							
*****							

SCHOOL COMMITTEE MEMBER - for 3 years  
2 to be elected

Mark J. Flannery	34	48	49	49		52	232
Melissa Jacques	35	46	51	50		53	235
Write Ins	2	4	2	0		1	9
Blanks	20	21	17	37		31	126
TOTAL	91	119	119	136	0	137	602

\*\*\*\*\*

HOUSING AUTHORITY - for 5 years  
1 to be elected

Mark R. Ladouceur	22	31	26	32		43	154
Billiegene A. Lavallee	23	25	28	32		23	131
Write Ins	0	0	0	1		0	1
Blanks	1	3	5	3		3	15
Totals	46	59	59	68	0	69	301

	P-1	P-2	P-3	P-4	P-4A	P-5	Total
Votes cast per precinct							

A True Record.

ATTEST:

  
Ann Odabashian

Bellingham Town Clerk



# TOWN OF BELLINGHAM

## OFFICE OF TOWN CLERK

Bellingham Municipal Center  
10 Mechanic Street  
Bellingham, MA 02019

Town Clerk  
Ann L. Odabashian

Tel.: 508-657-2830  
Fax: 508-657-2832

### ANNUAL TOWN MEETING

MAY 23, 2018

AT 7:30 P. M.

I hereby certify the following page 1 through 15 inclusive, are a true record of the motions adopted by the voters of the Town of Bellingham at the Annual Town Meeting of May 23, 2018 at 7:30 PM.

A true copy.

ATTEST:

Ann L. Odabashian  
Bellingham Town Clerk

COMMONWEALTH OF MASSACHUSETTS

TOWN OF BELLINGHAM

ANNUAL TOWN MEETING OF MAY 23, 2018

ARTICLE 1. OPERATING EXPENSES AND SALARIES

To see what sums the Town will vote to raise and appropriate by taxation, by transfer from available funds and/or otherwise, for the following purposes, to include determining the expenses and salaries of the various elected and appointed Town Officials for the period commencing July 1, 2018 through June 30, 2019; or act or do anything in relation thereto

<u>Account #</u>	<u>Account</u>
114	Town Meeting Moderator
122	Board of Selectmen
123	Town Administrator
131	Finance Committee
132	Reserve Fund
135	Chief Financial Officer
137	Assessors
145	Treasurer & Collector
151	Town Counsel
152	Human Resources
154	Management Information System

COMMONWEALTH OF MASSACHUSETTS

TOWN OF BELLINGHAM

MAY 23, 2018

ARTICLE 1. OPERATING EXPENSES AND SALARIES

To see what sums the Town will vote to raise and appropriate by taxation, by transfer from available funds and/or otherwise, for the following purposes, to include determining the expenses and salaries of the various elected and appointed Town Officials for the period commencing July 1, 2018 through June 30, 2019; or act or do anything in relation thereto

<u>Account #</u>	<u>Account</u>
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123	Town Administrator
131	Finance Committee
132	Reserve Fund
135	Chief Financial Officer
137	Assessors
145	Treasurer & Collector
151	Town Counsel
152	Human Resources
154	Management Information System

161	Town Clerk
162	Elections
163	Board of Registrars
171	Conservation Commission
172	Planning Board
173	Zoning Board of Appeals
182	Industrial Development Commission
183	Commission on Disability
189	Public Buildings Maintenance
190	OTJ Injury for Deductible
192	Employee Sick Day Buy-Back
193	Property & Liability Insurance
194	Retirement Assessment
195	Medicare/Employer Share
196	Town Reports
197	Physical/Occupational Health
198	Insurance Deductible
210	Police Department
220	Fire Department
251	Town Inspector
252	Sealer of Weights & Measures
253	Inspector of Plumbing & Gas
255	Electrical Inspector
292	Animal Control
294	Tree Warden
299	Auxiliary Police
300	School Department
302	Blackstone Valley Vocational Tech School
303	School Transportation
421	Highway Administration
422	Highway Construction/Maintenance
423	Snow and Ice Removal
424	Street Lighting
425	Highway Maintenance
426	Gas & Oil
433	Solid Waste
439	Sanitary Landfill
491	Cemetery Committee
510	Board of Health
541	Council on Aging
543	Veterans Services
549	Veterans Grave Agent
610	Library



630	Park & Recreation
650	Historical Commission
651	Arts Cultural Commission
660	Memorial Day/Veterans
710	Maturing Debt
715	Interest on Bonds
990	Workers Compensation Trust Fund
991	Unemployment Insurance Trust Fund
992	Group Insurance Claims Trust Fund
996	Transfer to Capital Investment Trust
997	Compensated Absence Trust Fund

(By: Board of Selectmen)

VOTED: The Town voted unanimously to raise and appropriate the sum of \$57,019,872 for the purpose of determining the expenses and salaries of various elected and appointed Town officials and Town Departments for the period commencing July 1, 2018 through June 30<sup>th</sup>, 2019 all as printed in the Report and Recommendations of the Finance Committee. Said sum to be raised in the following manner:

\$	79,334 Title V Betterment Fund
\$	270,000 Free Cash
\$	350,000 Ambulance Receipts
\$	250,000 Pension Reserve
\$	56,070,538 Taxation

1. All Travel expenses are paid at the rate of \$.40 per mile. No Travel expenses shall be paid except upon receipt of vouchers, showing dates, expenses incurred and the number of miles traveled.
2. Salaries under negotiation have been level funded.
3. All dollar amounts listed have been rounded to the nearest whole dollar.

(Recommended by Finance Committee)

## ARTICLE 2. TRASH ENTERPRISE

To see what sums the Town will vote to raise and appropriate by taxation, by transfer from available funds, or otherwise, for the Trash Enterprise for a period commencing July 1, 2018 through June 30, 2019; or act or do anything in relation thereto.

(By: Board of Selectmen)

VOTED: The Town voted unanimously to raise and appropriate the sum of \$1,615,216 with \$1,500,00 coming from trash receipts and \$115,216 coming from trash receipts retained earnings for the period commencing July 1, 2018 through June 30<sup>th</sup>, 2019; said sum to be expended in the following manner:

\$	42,814	Salaries
\$	<u>1,572,402</u>	Expenses
\$	1,615,216	Total

(Recommended by Finance Committee)

## ARTICLE 3. WATER ENTERPRISE

To see what sums the Town will vote to raise and appropriate by taxation, by transfer from available funds, or otherwise, for the Water Enterprise for a period commencing July 1, 2018 through June 30, 2019; or act or do anything in relation thereto.

(By: Board of Selectmen)

VOTED: The Town voted unanimously to raise and appropriate the sum of \$2,847,358 for the Water Enterprise Fund for the period commencing July 1, 2018 through June 30<sup>th</sup>, 2019 said sum to be raised from Water Receipts to be expended in the following manner:

\$	50,000	Reserve Fund
\$	981,778	Elected/Appointed Salaries
\$	<u>1,815,580</u>	Expenses
\$	2,847,358	Total

(Recommended by Finance Committee)

#### ARTICLE 4. SEWER ENTERPRISE

To see what sums the Town will vote to raise and appropriate by taxation, by transfer from available funds, or otherwise, for the Sewer Enterprise for a period commencing July 1, 2018 through June 30, 2019; or act or do anything in relation thereto.

(By: Board of Selectmen)

VOTED: The Town voted unanimously to raise and appropriate the sum of \$1,407,611 for the Sewer Enterprise Fund for the period commencing July 1, 2018 through June 30<sup>th</sup>, 2019 said sum to be raised from Sewer Receipts to be expended in the following manner:

\$	25,000	Reserve Fund
\$	215,091	Elected/Appointed Salaries
\$	<u>1,167,520</u>	Expenses
\$	1,407,611	Total

(Recommended by Finance Committee)

#### ARTICLE 5. CONVEYANCES AND EASEMENTS

To see if the Town will vote to authorize the Board of Selectmen to accept and/or purchase conveyances or easements, sewers, water lines, retaining walls and streets, and to raise and appropriate by taxation, by transfer from available funds, by borrowing or otherwise, a sum of money to carry out said purposes; or act or do anything in relation thereto.

(By: Board of Selectmen)

VOTED: The Town voted unanimously to authorize the Board of Selectmen to accept and/or purchase conveyances or easements, sewers, water lines, retaining walls and streets and to raise and appropriate the sum of \$1.00 from Free Cash to carryout said purose.

(Recommended by Finance Committee)

## ARTICLE 6. PURCHASE OF SURPLUS EQUIPMENT

To see if the Town will vote to raise and appropriate by taxation, by transfer from available funds, by borrowing or otherwise, a sum of money and to authorize the D.P.W. Director, in conjunction with other Town Departments, to purchase surplus government equipment for the Town; or act or do anything in relation thereto.

(By: Board of Selectmen)

VOTED: The Town voted unanimously to raise and appropriate the sum of \$1.00 from Free Cash and to authorize the D.P.W. Director, in conjunction with other Town Departments, to purchase surplus government equipment for the Town.

(Recommended by Finance Committee)

## ARTICLE 7. TOWN PROPERTY AUCTION

To see if the Town will vote to authorize the Board of Selectmen to sell at public auction any of the property which the Town may have acquired or may hereafter acquire through proceedings based upon non-payment of taxes or under proceedings for the sale of lands of low value, to impose upon the property so sold such restrictions, reservations or conditions as shall be deemed expedient, and to execute quitclaim deeds and other instruments thereto; or act or do anything in relation thereto.

(By: Board of Selectmen)

VOTED: The Town voted unanimously to authorize the Board of Selectmen and their successors in office to sell at public auction any of the property which the Town may have acquired or may hereafter acquire through proceedings based upon non-payment of taxes or under proceedings for the sale of lands of low value, to impose upon the property so sold such restrictions, reservations or conditions as shall be deemed expedient, and to execute quitclaim deeds and other instruments therto.

(Recommended by Finance Committee)

## ARTICLE 8. HIGHWAY CONSTRUCTION

To see if the Town will vote to authorize the Board of Selectmen to accept and enter into contracts for the expenditure of funds to be allotted by the State under authorization of Chapter 90 of the Massachusetts General Laws, (as pertaining to

Highway Funds) for the construction, reconstruction, and improvement of Town roads, said funds to be borrowed in anticipation of State Revenue; and expended under the direction of the D.P.W. Director; or act or do anything in relation thereto.

(By: D.P.W. Director)

VOTED: The Town Voted unanimously to authorize the Board of Selectmen to accept and enter into contracts for the expenditure of funds to be allotted by the State under authorization of Chapter 90 of the Massachusetts General Laws, (as pertaining to Highway Funds) for the construction, reconstruction, and improvement of Town roads, said funds to be borrowed in anticipation of State Revenue; and expended under the direction of the D.P.W. Director.

(Recommended by Finance Committee)

#### ARTICLE 9. AMEND ARTICLE 1.

To see if the Town will vote to amend Article 1 of the 2017 Annual Town Meeting by reducing, adding to, deleting, amending appropriations or transferring funds from various sources into items within Article 1; or act or do anything in relation thereto.

(By: Board of Selectmen)

VOTED: The Town voted unanimously to amend Article 1 of 2017 Annual Town Meeting by Transferring funds from various sources into items within Article 1 as follows:

<u>Department</u>	<u>Amount Requested</u>	<u>Funding Source</u>
DPW Highway Maintenance	\$15,000	Stormwater Management Expenses
DPW Highway Construction Maintenance Expenses	\$45,000	Stormwater Management Expenses
DPW Highway Construction Maintenance Expenses	\$10,000	Stormwater Management Expenses
DPW Snow and Ice Removal	\$350,000	Free Cash

(Recommended by Finance Committee)



**ARTICLE 10. AMEND ARTICLE 2.**

To see if the Town will vote to amend Article 2 of the 2017 Annual Town Meeting by reducing, adding to, deleting, amending appropriations or transferring funds from various sources into items within Article 2; or act or do anything in relation thereto.

(By: Board of Selectmen)

**VOTED:** The Town voted unanimously to amend Article 2 Trash Enterprise of the 2017 Annual Town Meeting by transferring \$30,000 from Trash enterprise retained earnings to Article 2 Trash Enterprise Expenses.

(Recommended by Finance Committee)

**ARTICLE 11. AMEND ARTICLE 3.**

To see if the Town will vote to amend Article 3 of the 2017 Annual Town Meeting by reducing, adding to, deleting, amending appropriations or transferring funds from various sources into items within Article 3; or act or do anything in relation thereto.

(By: Board of Selectmen)

**VOTED:** The Town voted unanimously to amend Article 3 of the 2017 Annual Town Meeting by transferring funds from various sources into items within Article 3 as follows:

<u>Department</u>	<u>Amount Requested</u>	<u>Funding Source</u>
DPW Water Enterprise Expenses	\$25,000	Water Enterprise Salaries

(Recommended by Finance Committee)

**ARTICLE 12. AMEND ARTICLE 4.**

To see if the Town will vote to amend Article 4 of the 2017 Annual Town Meeting by reducing, adding to, deleting, amending appropriations or transferring funds from various sources into items within Article 4; or act or do anything in relation thereto.

(By: Board of Selectmen)

**VOTED:** This article was Passed Over

### ARTICLE 13. CAPITAL OUTLAY

To see if the Town will vote to raise and appropriate a sum of money and to determine how such appropriation shall be raised, whether by taxation, by transfer from available funds, by borrowing or otherwise, and if by borrowing to authorize the issuance and sale of general obligation bonds or notes of the Town therefore for the purpose of financing the purchase, construction, reconstruction and/or engineering costs associated with various capital outlay items or improvements proposed by Town Departments, Boards or Committees; or act or do anything in relation thereto.

(By: Board of Selectmen)

VOTED: This article was Passed Over

### ARTICLE 14. NON-CAPITAL OUTLAY EXPENDITURES

(Expenditures of Less Than \$50,000)

To see if the Town will vote to raise and appropriate a sum of money and to determine how such appropriation shall be raised, whether by taxation, by transfer from available funds, by borrowing or otherwise, and if by borrowing to authorize the issuance and sale of general obligation bonds or notes of the Town therefore for the purpose of financing the purchase of various non-capital outlay items or improvements proposed by Town Departments, Boards or Committees; or act or do anything in relation thereto.

(By: Board of Selectmen)

VOTED: The Town voted unanimously to raise and appropriate the sum of \$51,100 for the purpose of purchasing various items from the identified sources as follows:

<u>Department</u>	<u>Amount Requested</u>	<u>Transfer From</u>
DPW Replace Drives at Water Pump Stations #4 & #5	\$20,000	Water Surplus
Fire Dept-Purchase Two "LUCAS" Chest Compression Systems	\$31,100	Ambulance Receipts

(Recommended by Finance Committee)

## ARTICLE 15. REVOLVING FUNDS

To see if the Town will vote to authorize the total expenditures for the following revolving funds pursuant to G.L. c. 44 §53E½ for the fiscal year beginning July 1, 2018 to be expended in accordance with the bylaws; or take any other action relative thereto.

<u>FUND</u>	<u>SPENDING LIMIT</u>
Bellingham Public Library Trustees	\$15,000
D.P.W.	\$20,000
Board of Health	\$35,000
Board of Health	\$20,000
Commission on Disability	\$10,000
Bellingham Police Department	\$40,000
Bellingham Conservation Commission	\$15,000
Board of Selectmen	\$25,000
School Committee	\$50,000

(By: Library Trustees, D.P.W., Board of Health, Commission on Disability, Police Department, Conservation Commission, Board of Selectmen, School Committee)

VOTED: The Town Voted unanimously to authorize the total expenditures for the following revolving funds pursuant to G.L. c. 44 §53E½ for the fiscal year beginning July 1, 2018 to be expended in accordance with the bylaws;

<u>FUND</u>	<u>SPENDING LIMIT</u>
Bellingham Public Library Trustees	\$15,000
D.P.W.	\$20,000
Board of Health	\$35,000
Board of Health	\$20,000
Commission on Disability	\$10,000
Bellingham Police Department	\$40,000
Bellingham Conservation Commission	\$15,000
Board of Selectmen	\$25,000
School Committee	\$50,000

(Recommended by Finance Committee)

## ARTICLE 16. LAKEVIEW AVE. PERMANENT ROADWAY & MUNICIPAL UTILITY EASEMENTS

To see if the Town will vote to accept a portion of Lakeview Avenue as a public way as laid out by the Board of Selectmen, and to authorize the Board of Selectmen to acquire by gift, purchase, and/or take by eminent domain permanent roadway, drainage and utility easements and to accept a deed or deeds to the Town for said layout of a portion of Lakeview Avenue and to allow for the connection of two dead-end water mains in the area of 137 Lakeview Ave as shown on plans titled "Permanent Right of Way Easements Located at Lakeview Avenue Bellingham MA Prepared for the Town of Bellingham Department of Public Works" prepared by Land Planning, Inc., latest revision date January 23, 2018, and plans titled "Easement Plan Located at 137 Lakeview Avenue Bellingham MA, Owned by Town of Bellingham & Paul D. Clarkin Prepared for the Town of Bellingham" prepared by Land Planning, Inc., dated June 21, 2017; copies of which will be on file with the Town Clerk's Office 14 days before the Town Meeting, and to raise and appropriate by taxation, by transfer from available funds, by borrowing or otherwise, a sum of money for the purposes of this Article including any related expenses; or act or do anything related thereto.

(By: DPW Director)

**VOTED:** The Town voted to accept a portion of Lakeview Avenue as a public way as laid out by the Board of Selectmen, and to authorize the Board of Selectmen to acquire by gift, purchase, and/or take by eminent domain permanent roadway, drainage and utility easements and to accept deed or deeds to the Town for said layout of a portion of Lakeview Avenue and to allow for the connection of two dead-end water mains in the area of 137 Lakeview Ave as shown on plans titled "Permanent Right of Way Easements Located at Lakeview Avenue Bellingham MA Prepared for the Town of Bellingham Department of Public Works" prepared by Land Planning, Inc., latest revision date January 23, 2018, and plans titled "Easement Plan Located at 137 Lakeview Avenue Bellingham MA, Owned by Town of Bellingham & Paul D. Clarkin Prepared for the Town of Bellingham" prepared by Land Planning, Inc., dated June 21, 2017, and to transfer \$25,000 from Article 5 "Sand Castle Lane Water Loop" of the 2015 Special Town Meeting for the purposes of this Article including any related expenses.

Motion carried by 2/3 voice vote (per General By-Law Section 4.07.100 adopted by town on May 28, 1997.

(Recommended by Finance Committee)



## ARTICLE 17. CHARLES RIVER GROVE DRAINAGE EASEMENTS & PARCEL ACQUISITION

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, and/or take by eminent domain permanent drainage easements and to accept a deed or deeds to the Town to allow for the improvement to the storm drain system in the First, Second, Third, Fourth, and Middle Ave as shown on plans titled "Drainage Easement Plan Charles River Grove, Bellingham, Massachusetts" prepared by Borderland Engineering, Inc., dated May 4, 2018, copies of which will be on file with the Town Clerk's Office 14 days before the Town Meeting; and authorize the Board of Selectmen to acquire by gift, purchase, and/or take by eminent domain and to accept a deed or deeds to the Town all or a portion of parcels noted on the Tax Assessor's records as Map 40 Parcels 82, 98, 99, 109, & 110 to allow for improvement to the storm drain system and to establish ownership of traveled ways in First, Second, Third, and Middle Avenue, and to raise and appropriate by taxation, by transfer from available funds, by borrowing or otherwise, a sum of money for the purposes of this Article including any related expenses; or act or do anything related thereto.

(By: DPW Director)

VOTED: This article was Passed Over

## ARTICLE 18. COOKS LANE PERMANENT ROADWAY EASEMENTS

To see if the Town will vote to accept Cooks Lane as a public way as laid out by the Board of Selectmen, and to authorize the Board of Selectmen to acquire by gift, purchase, and/or take by eminent domain permanent roadway, drainage and utility easements and to accept a deed or deeds to the Town for said easements as shown on plans titled "Taking Plans Located at Cooks Lane Bellingham MA Prepared for the Town of Bellingham Department of Public Works" prepared by Land Planning, Inc., dated July 28, 2016; copies of which will be on file with the Town Clerk's Office 14 days before the Town Meeting, and to raise and appropriate by taxation, by transfer from available funds, by borrowing or otherwise, a sum of money for the purposes of this Article including any related expenses; or act or do anything related thereto.

(By: DPW Director)

VOTED: This article was Passed Over

## ARTICLE 19. ACCEPTANCE OF UNACCEPTED PUBLIC WAYS

To see if the Town will vote to accept as public ways the following roads as laid out by the Board of Selectmen, as shown on plans on file with the office of the Town Clerk, and further to authorize the Board of Selectmen to purchase, take by eminent domain, or accept as a gift, and to accept a deed or deeds to the Town of easements in these ways to be accepted as public ways, and any associated drainage, utility, snow, slope or other easements appurtenant thereto, and to raise and appropriate by taxation, by transfer from available funds, by borrowing or otherwise, a sum of money for the purposes of this Article including any related expenses; or act or do anything related thereto.

- Steven Road (All)
- Northeast Drive (All)
- Roger Street (currently improved section)
- Rear Elm Street (All)

(By: Board of Selectmen)

VOTED: The Town voted to accept as public ways the following roads as laid out by the Board of Selectmen, as shown on plans on file with the office of the Town Clerk, and further to authorize the Board of Selectmen to accept a deed or deeds to the Town for easements in these ways to be accepted as public ways, and any associated drainage, utility, snow, slope or other easements appurtenant thereto.

- Steven Road (All)
- Northeast Drive (All)
- Roger Street (currently improved section)
- Rear Elm Street (All)

Motion carried by 2/3 voice vote (per General By-Law Section 4.07.100 adopted by town on May 28, 1997.

(Recommended by Finance Committee)

## ARTICLE 20. ACQUISITION OF OPEN SPACE LAND

To see if that the Town will vote to authorize the Board of Selectmen to purchase, take by eminent domain, or accept as a gift a portion of the parcel shown as Map 65 Parcel 20 as shown on the Tax Assessor's and vote to raise and appropriate a sum of money or transfer from open space account to provide payment of aforesaid acquisitions, or act or do anything related thereto.

(By: Board of Selectmen)



**VOTED: This article was Passed Over**

**ARTICLE 21. APPROPRIATION OF FUNDS – SEWAGE DISPOSAL SYSTEMS, FUEL STORAGE TANKS & DE-LEADING DWELLINGS**

To see if the Town will vote to raise the sum of \$300,000 for the purpose of remediating failing residential subsurface sewage disposal systems, underground fuel storage tanks and de-leading dwellings with dangerous levels of lead, pursuant to Massachusetts General Laws, Chapter 111, §127B ½ and Massachusetts General Laws, Chapter 80 (Betterments) and determine how such appropriation should be raised whether by taxation, transfer of available funds, borrowing or otherwise and if by borrowing, to authorize the issuance of bonds or notes by the Town at one time or from time to time; or act or do anything in relation thereto.

(By: Board of Health)

**VOTED:** The Town voted to raise the sum of \$300,000 for the purpose of remediating failing residential subsurface sewage disposal systems, underground fuel storage tanks and de-leading dwellings with dangerous levels of lead, pursuant to Massachusetts General Laws, Chapter 111, 127B½ and Massachusetts General Laws, Chapter 80 (Betterments) that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$300,000 and issue bonds or notes therefore under General laws, Chapter 111, 127½ and/or Chapter 29C of the General Laws and/or Massachusetts General Laws, Chapter 80 (Betterments) or any other enabling authority; that although it is the Town's intent that project and financing costs shall be repaid by the property owners, in accordance with those agreements, such bonds or notes shall nevertheless be general obligations of the Town, and the Treasurer with the approval of the Board of Selectmen is authorized to borrow all of a portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C and in connection therewith to enter into a financing agreement and/or security agreement with the Trust with respect to such loan and for any federal or state aid available for the projects or for the financing thereof, and that the Board of Selectmen is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the projects and to take any other action necessary or convenient to carry out the projects. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by like amounts.

Motion carried by 2/3 voice vote (per General By-Law Section 4.07.100 adopted by town on May 28, 1997.

(Recommended by Finance Committee)

ARTICLE 22. LEASE OF TOWN LAND

To see if the Town will vote to authorize the Board of Selectmen to negotiate and enter into a lease, as well as a payment in lieu of tax agreement, for the development of a solar array electric storage on Town property at 26 Pearl Street, formally known as the Pearl Street Mill site identified as Town of Bellingham Assessor's Map 60, Parcel 4 for a term of up to thirty years on terms it determines to be in the best interest of the Town; or act or do anything in relation thereto.

(By: Board of Selectmen)

VOTED: This article was Passed Over

ARTICLE 23. UNPAID BILLS

To see if the Town will vote to raise and appropriate a sum of money by taxation, by transfer from available funds, or otherwise for the payment of certain unpaid bills; or act or do anything in relation thereto.

(By: Finance Committee)

VOTED: This article was Passed Over

Adjourned at 9:03 PM.

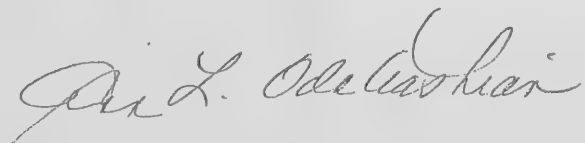
No Quorum required.

Attendance:

P-1	P-2	P-3	P-4	P-4A	P-5	TOTAL
15	11	21	15	2	13	77

A True Record.

ATTEST:



Ann L. Odabashian  
Bellingham Town Clerk

TOWN OF BELLINGHAM STATE PRIMARY 9/4/2018		DEMOCRATIC						VOTES
OFFICE & CANDIDATES	P-1	P-2	P-3	P-4	P-4A	P-5	Total	CAST
*****								
SENATOR IN CONGRESS								
ELIZABETH A. WARREN	225	221	239	150	21	164	1,020	84%
ALL OTHERS	6	8	16	9	2	11	52	4%
BLANKS	27	44	26	26	1	23	147	12%
TOTALS	258	273	281	185	24	198	1,219	100%
*****								
GOVERNOR								
JAY M. GONZALEZ	122	130	127	90	13	97	579	47%
BOB MASSIE	70	76	82	59	7	61	355	29%
ALL OTHERS	3	4	8	5	0	9	29	2%
BLANKS	63	63	64	31	4	31	256	21%
TOTALS	258	273	281	185	24	198	1,219	100%
*****								
LIEUTENANT GOVERNOR								
QUENTIN PALFREY	124	124	123	93	15	104	583	48%
JIMMY TINGLE	75	76	92	54	6	60	363	30%
ALL OTHERS	2	1	3	5	0	4	15	1%
BLANKS	57	72	63	33	3	30	258	21%
TOTAL	258	273	281	185	24	198	1,219	100%
*****								
ATTORNEY GENERAL								
MAURA HEALEY	242	232	243	159	23	175	1,074	88%
ALL OTHERS	0	2	5	6	0	4	17	1%
BLANKS	16	39	33	20	1	19	128	11%
TOTAL	258	273	281	185	24	198	1,219	100%
*****								
SECRETARY OF STATE								
WILLIAM FRANCIS GALVIN	187	210	206	126	16	136	881	72%
JOSH ZAKIM	55	45	58	46	7	50	261	21%
ALL OTHERS	0	0	12	2	0	0	14	1%
BLANKS	16	18	5	11	1	12	63	5%
TOTAL	258	273	281	185	24	198	1,219	100%
*****								
TREASURER								
DEBORAH B. GOLDBERG	213	210	221	154	22	163	983	81%
ALL OTHERS	2	2	1	0	0	3	8	1%
BLANKS	43	61	59	31	2	32	228	19%
TOTAL	258	273	281	185	24	198	1,219	100%
*****								
AUDITOR								
SUZANNE M. BUMP	208	204	219	150	22	161	964	79%
ALL OTHERS	0	0	1	0	0	2	3	0%
BLANKS	50	69	61	35	2	35	252	21%
TOTAL	258	273	281	185	24	198	1,219	100%
*****								
REPRESENTATIVE IN CONGRESS								

JOSEPH P. KENNEDY, III	232	249	246	160	0	0	887	73%
GARY J. RUCINSKI	16	15	22	15	0	0	68	6%
JAMES P. McGOVERN	0	0	0	0	23	164	187	15%
ALL OTHERS	0	0	0	2	0	1	3	0%
BLANKS	10	9	13	8	1	33	74	6%
TOTALS	258	273	281	185	24	198	1,219	100%

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#### COUNCILLOR

\*\*\*\*\*

PAUL M. DePALO	206	202	209	147	22	160	946	78%
ALL OTHERS	0	0	0	1	0	0	1	0%
BLANKS	52	71	72	37	2	38	272	22%
TOTAL	258	273	281	185	24	198	1,219	100%

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#### SENATOR IN GENERAL COURT

\*\*\*\*\*

THOMAS M. MEROLLI	207	208	209	154	22	161	961	79%
ALL OTHERS	0	0	3	2	0	0	5	0%
BLANKS	51	65	69	29	2	37	253	21%
TOTAL	258	273	281	185	24	198	1,219	100%

\*\*\*\*\*

#### REPRESENTATIVE IN GENERAL COURT

\*\*\*\*\*

PATRICK J. MALONE	45	61	66	54	5	45	276	23%
KEVIN J. TAGLIAFERRI	197	200	198	122	18	142	877	72%
ALL OTHERS	0	2	0	5	0	3	10	1%
BLANKS	16	10	17	4	1	8	56	5%
TOTAL	258	273	281	185	24	198	1,219	100%

\*\*\*\*\*

#### DISTRICT ATTORNEY

MICHAEL W. MORRISSEY	208	212	219	147	22	167	975	80%
ALL OTHERS	1	1	1	0	0	3	6	0%
BLANKS	49	60	61	38	2	28	238	20%
TOTALS	258	273	281	185	24	198	1,219	100%

\*\*\*\*\*

#### CLERK OF COURTS

WALTER F. TIMILTY JR.	205	210	220	147	22	163	967	79%
ALL OTHERS	0	0	0	0	0	5	5	0%
BLANKS	53	63	61	38	2	30	247	20%
TOTALS	258	273	281	185	24	198	1,219	100%

\*\*\*\*\*

#### REGISTER OF DEEDS

WILLIAM P. O'DONNELL	204	213	222	152	22	166	979	80%
ALL OTHERS	0	0	0	0	0	2	2	0%
BLANKS	54	60	59	33	2	30	238	20%
TOTALS	258	273	281	185	24	198	1,219	100%

\*\*\*\*\*

#### COUNTY COMMISSIONER

\*\*\*\*\*

PETER H. COLLINS	203	207	214	149	22	160	955	78%
ALL OTHERS	0	0	1	0	0	6	7	1%
BLANKS	55	66	66	36	2	32	257	21%
TOTAL	258	273	281	185	24	198	1,219	100%

\*\*\*\*\*

#### COUNTY TREASURER

\*\*\*\*\*

JAMES E. TIMILTY	206	209	220	149	22	164	970	80%
ALL OTHERS	1	0	1	0	0	2	4	0%
BLANKS	51	64	60	36	2	32	245	20%
TOTAL	258	273	281	185	24	198	1,219	100%

\*\*\*\*\*

A True Record.

ATTEST:

*Ann L. Odabashian*

Ann L. Odabashian  
Bellingham Town Clerk



TOWN OF BELLINGHAM STATE PRIMARY		REPUBLICAN					VOTES	
9/4/2013								
OFFICE & CANDIDATES	P-1	P-2	P-3	P-4	P-4A	P-5	Total	CAST
*****								
SENATOR IN CONGRESS								
*****								
GEOFF DIEHLGEOFF DIEHL	113	147	130	147	25	143	705	47%
JOHN KINGSTONJOHN KINGSTON	65	83	77	84	7	56	372	25%
BETH JOYCE LINDSTROM	56	55	53	43	3	58	268	18%
ALL OTHERS	0	0	0	0	0	0	0	0%
BLANKS	22	38	27	36	4	35	162	11%
TOTALS	256	323	287	310	39	292	1,507	100%
*****								
GOVERNOR								
*****								
CHARLES D. BAKER	163	214	203	224	27	202	1,033	69%
SCOTT LIVELY	86	94	77	69	9	73	408	27%
ALL OTHERS	0	0	0	0	0	0	0	0%
BLANKS	7	15	7	17	3	17	66	4%
TOTALS	256	323	287	310	39	292	1,507	100%
*****								
LIEUTENANT GOVERNOR								
*****								
KARYN E. POLITO	202	235	225	236	27	216	1,141	76%
ALL OTHERS	4	1	0	2	0	2	9	1%
BLANKS	50	87	62	72	12	74	357	24%
TOTAL	256	323	287	310	39	292	1,507	100%
*****								
ATTORNEY GENERAL								
*****								
JAMES R. MCMAHON III	130	151	142	161	23	140	747	50%
DANIEL L. SHORES	76	83	89	86	9	82	425	28%
ALL OTHERS	0	0	0	0	0	0	0	0%
BLANKS	50	89	56	63	7	70	335	22%
TOTAL	256	323	287	310	39	292	1,507	100%
*****								
SECRETARY OF STATE								
*****								
ANTHONY M. AMORE	174	213	200	216	27	188	1,018	68%
ALL OTHERS	1	3	0	0	0	3	7	0%
BLANKS	81	107	87	94	12	101	482	32%
TOTAL	256	323	287	310	39	292	1,507	100%
*****								
TREASURER								
*****								
KEIKO M. ORRALL	182	207	196	210	24	185	1,004	67%
ALL OTHERS	0	3	0	2	1	1	7	0%
BLANKS	74	113	91	98	14	106	496	33%
TOTAL	256	323	287	310	39	292	1,507	100%
*****								
AUDITOR								
*****								
HELEN BRADY	173	205	196	206	23	177	980	65%
ALL OTHERS	1	1	2	0	0	4	8	1%
BLANKS	82	117	89	104	16	111	519	34%
TOTAL	256	323	287	310	39	292	1,507	100%

# REPRESENTATIVE IN CONGRESS

TRACY LYN LOWORN	0	0	0		11	79	90	6%
KEVIN WILLIAM POWERS	0	0	0	0	19	139	158	10%
ALL OTHERS	35	32	38	35	0	0	140	9%
BLANKS	221	291	249	275	9	74	1,119	74%
TOTALS	256	323	287	310	39	292	1,507	100%

# COUNCILLOR

JENNIE L. CASSIE	165	199	191	208	27	188	978	65%
ALL OTHERS	0	0	1	0	0	0	1	0%
BLANKS	91	124	95	102	12	104	528	35%
TOTAL	256	323	287	310	39	292	1,507	100%

# SENATOR IN GENERAL COURT

RYAN C. FATTMAN	215	261	233	245	30	230	1,214	81%
ALL OTHERS	5	0	0	3	0	0	8	1%
BLANKS	36	62	54	62	9	62	285	19%
TOTAL	256	323	287	310	39	292	1,507	100%

# REPRESENTATIVE IN GENERAL COURT

RYAN CHAMBERLAND	63	93	56	43	8	24	287	19%
MICHAEL J. SOTER	187	220	219	260	30	263	1,179	78%
ALL OTHERS	1	3	0	2	0	2	8	1%
BLANKS	5	7	12	5	1	3	33	2%
TOTAL	256	323	287	310	39	292	1,507	100%

# DISTRICT ATTORNEY

WRITE-IN	29	33	28	34	6	42	172	11%
ALL OTHERS	2	0	2	1	1	4	10	1%
BLANKS	225	290	257	275	32	246	1,325	88%
TOTALS	256	323	287	310	39	292	1,507	100%

# CLERK OF COURTS

ALL OTHERS	29	20	23	28	0	34	134	9%
BLANKS	227	303	264	282	39	258	1,373	91%
TOTALS	256	323	287	310	39	292	1,507	100%

# REGISTER OF DEEDS

WRITE-IN	29	20	20	27	3	27	126	8%
ALL OTHERS	1	2	2	1	0	0	6	0%
BLANKS	226	301	265	282	36	265	1,375	91%
TOTALS	256	323	287	310	39	292	1,507	100%

# COUNTY COMMISSIONER

WRITE-IN	25	20	17	27	3	26	118	8%
ALL OTHERS	1	0	1	1	0	0	3	0%
BLANKS	230	303	269	282	36	266	1,386	92%
TOTALS	256	323	287	310	39	292	1,507	100%

# COUNTY TREASURER

ALL OTHERS	26	19	18	26	3	27	119	8%
BLANKS	230	304	269	284	36	265	1,388	92%
TOTAL	256	323	287	310	39	292	1,507	100%

Clerk of Courts

A True Record.

ATTEST:

Ann L. Odabashian  
Bellingham Town Clerk



TOWN OF BELLINGHAM  
STATE PRIMARY  
9/4/2018

LIBERTARIAN

OFFICE & CANDIDATES	P-1	P-2	P-3	P-4	P-4A	P-5	Total	VOTES CAST
*****								
SENATOR IN CONGRESS								
*****								
ALL OTHERS	0	2	2	2	0	2	8	62%
BLANKS	0	3	0	2	0	0	5	38%
TOTALS	0	5	2	4	0	2	13	100%
*****								
GOVERNOR								
*****								
ALL OTHERS	0	2	2	2	0	2	8	62%
BLANKS	0	3	0	2	0	0	5	38%
TOTALS	0	5	2	4	0	3	13	100%
*****								
LIEUTENANT GOVERNOR								
*****								
ALL OTHERS	0	0	0	0	0	2	2	15%
BLANKS	0	5	2	4	0	0	11	85%
TOTAL	0	5	2	4	0	2	13	100%
*****								
ATTORNEY GENERAL								
*****								
ALL OTHERS	0	0	0	0	0	0	0	0%
BLANKS	0	5	2	4	0	2	13	100%
TOTAL	0	5	2	4	0	2	13	100%
*****								
SECRETARY OF STATE								
*****								
ALL OTHERS	0	0	0	1	0	2	3	23%
BLANKS	0	5	2	3	0	0	1	8%
TOTAL	0	5	2	4	0	2	13	100%
*****								
TREASURER								
*****								
ALL OTHERS	0	0	0	0	0	1	1	8%
BLANKS	0	5	2	4	0	1	12	92%
TOTAL	0	5	2	4	0	2	13	100%
*****								
AUDITOR								
*****								
DANIEL FISHMAN	0	4	1	3	0	1	9	69%
ALL OTHERS	0	0	0	1	0	0	1	8%
BLANKS	0	1	1	0	0	1	3	23%
TOTAL	0	5	2	4	0	2	13	100%
*****								

# REPRESENTATIVE IN CONGRESS

ALL OTHERS	0	0	2	2	0	2	6	46%
BLANKS	0	5	0	2	0	0	7	54%
TOTALS	0	5	2	4	0	2	13	100%

# COUNCILLOR

WRITE-IN	0	0	0	0	0	0	0	0%
WRITE-IN	0	0	0	0	0	2	2	15%
ALL OTHERS	0	0	0	0	0	0	0	0%
BLANKS	0	5	2	4	0	0	11	85%
TOTAL	0	5	2	4	0	2	13	100%

# SENATOR IN GENERAL COURT

ALL OTHERS	0	0	0	0	0	2	2	15%
BLANKS	0	5	2	4	0	0	11	85%
TOTAL	0	5	2	4	0	2	13	100%

# REPRESENTATIVE IN GENERAL COURT

ALL OTHERS	0	0	0	2	0	2	4	31%
BLANKS	0	5	2	2	0	0	9	69%
TOTAL	0	5	2	4	0	2	13	100%

# DISTRICT ATTORNEY

ALL OTHERS	0	0	0	1	0	0	1	8%
BLANKS	0	5	2	3	0	2	12	92%
TOTALS	0	5	2	4	0	2	13	100%

# CLERK OF COURTS

ALL OTHERS	0	0	0	0	0	0	0	0%
BLANKS	0	5	2	4	0	2	13	100%
TOTALS	0	5	2	4	0	2	13	100%

# REGISTER OF DEEDS

ALL OTHERS	0	0	0	0	0	0	0	0%
BLANKS	0	5	2	4	0	2	13	100%
TOTALS	0	5	2	4	0	2	13	100%

# COUNTY COMMISSIONER

ALL OTHERS	0	0	0	0	0	0	0	0%
BLANKS	0	5	2	4	0	2	13	100%
TOTAL	0	5	2	4	0	2	13	100%

# COUNTY TREASURER

ALL OTHERS	0	0	0	0	0	0	0	0%
BLANKS	0	5	2	4	0	2	13	100%
TOTAL	0	5	2	4	0	2	13	100%

A True Record.

ATTEST:

*Ann L. Odabashian*

Ann L. Odabashian

Bellingham Town Clerk



# TOWN OF BELLINGHAM

## OFFICE OF TOWN CLERK

Bellingham Municipal Center  
10 Mechanic Street  
Bellingham, MA 02019

Town Clerk  
Ann L. Odabashian

Tel.: 508-657-2830  
Fax: 508-657-2832

### SPECIAL TOWN MEETING

OCTOBER 11, 2018 ADJOURNED

TO NOVEMBER 14, 2018  
AT 7:30 P.M

I hereby certify the following page 1 through 18 inclusive, are a true record of the motions adopted by the voters of the Town of Bellingham at the Special Town Meeting of November 14, 2018 at 7:30 PM.

A true copy.

ATTEST:

Ann L. Odabashian  
Bellingham Town Clerk

**COMMONWEALTH OF MASSACHUSETTS**

**TOWN OF BELLINGHAM**

**October 11, 2018  
Adjourned to  
November 14, 2018  
at  
7:30 P.M.**

**ARTICLE 1. AMEND ARTICLE 1**

To see if the Town will vote to amend Article 1 of the 2018 May Annual Town Meeting by reducing, adding to, deleting, amending appropriations or transferring funds from various sources into items within Article 1; or act or do anything in relation thereto.

**(By: Board of Selectmen)**

**VOTED-**The Town voted to amend Article 1 of the May 2018 Annual Town Meeting by raising and appropriating and transferring from available funds the amounts set forth in the table below for the purposes and from funding sources specified:

<b>Department</b>	<b>Amount</b>	<b>Funding Source</b>
137 Assessors Elected Salaries	\$3,600	Taxation
156 Tax Title Expenses	\$65,000	Taxation
189 Public Buildings Maintenance Expenses	\$58,000	Taxation
210 Police Department Expenses	\$51,948	Police Dept. Salaries

253 Plumbing And Gas Salaries	\$3,000	Taxation
220 Fire Dept. Salaries	\$ 21,000	Taxation
294 Tree Warden Expenses	\$100,000	Free Cash
750 Debt Service	\$396,790	Taxation

Motion carried by a 2/3 voice vote. (per General By-Law Section 4.07.100 adopted by the Town May 28, 1997)

(Recommended by Finance Committee)

## ARTICLE 2. AMEND ARTICLE 2 – TRASH ENTERPRISE

To see if the Town will vote to amend Article 2 of the 2018 May Annual Town Meeting by reducing, adding to, deleting, amending appropriations or transferring funds from various sources into Article 2; or act or do anything in relation thereto.

(By: Board of Selectmen)

VOTED- The Town voted unanimously to amend the vote taken under Article 2 of the May 2018 Annual Town Meeting by transferring the following sums from Trash Retained Earnings: \$25,000 to Trash Enterprise salaries and \$175,000 to Trash Enterprise expenses.

(Recommended by Finance Committee)

ARTICLE 3. AMEND ARTICLE 3 – WATER ENTERPRISE to see if the Town will vote to amend Article 3 of the 2018 May Annual Town Meeting by reducing, adding to, deleting, amending appropriations or transferring funds from various sources into Article 3; or act or do anything in relation thereto.

(By: Board of Selectmen)

**VOTED-** The Town voted unanimously to amend Article 3 of the May 2018 Town Meeting by adding the sum of \$444,000 to pay expenses for Water Debt Service, said sum to be raised from Water Revenue.

(Recommended b Finance Committee)

#### **ARTICLE 4. AMEND ARTICLE 4 – SEWER ENTERPRISE**

To see if the Town will vote to amend Article 4 of the 2018 May Annual Town Meeting by reducing, adding to, deleting, amending appropriations or transferring funds from various sources into Article 4; or act or do anything in relation thereto.

(By: Board of Selectmen)

**VOTED-**Passed over.

#### **ARTICLE 5. CAPITAL OUTLAY – (Expenditures \$50,000 & Over)**

To see if the Town will vote to raise and appropriate a sum of money and to determine how such appropriation shall be raised, whether by transfer of available funds, by taxation, by borrowing or otherwise, and if by borrowing to authorize the issuance and sale of general obligation bonds or notes of the Town therefore for the purpose of financing the purchase, construction, reconstruction and/or engineering costs associated with various capital outlay items or improvements proposed by Town Departments, Boards or Committees; or act or do anything in relation thereto.

(By: Board of Selectmen)

**VOTED-** The Town voted to appropriate the sum of \$2,321,500 and to meet said appropriation, raise and appropriate, borrow and/or transfer from available funds in the treasury for the capital projects as indicated and described in the table below, including the payment of costs incidental or related thereto, said expenditures to be under the direction of the department(s) named in the table below; to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow for the stated purposes indicated in the Funding Source column as 'Borrowing'; and that any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like



amount; and further to authorize the Board of Selectmen to enter into one or more lease purchase agreements for terms in excess of three years as may be appropriate to carry out the vote taken hereunder.

Projec	Department/Item	Amount	Funding Source
A	DPW Plow Truck	\$206,000	Macy/Sale of Real Estate
B	High School Phase 4 High School Roof Repair	\$95,000	Macy/Sale of Real Estate
C	BECF School HVAC	\$77,000	Macy/Sale of Real Estate
D	DiPietro School HVAC	\$77,000	Macy/Sale of Real Estate
E	Schools Chromebooks	\$65,000	Macy/Sale of Real Estate
F	Library Carpet replacement	\$60,000	\$55,100 Macy/Sale of Real Estate \$4,900 Free Cash
G	DPW Salt/Sand/Plow Truck	\$150,000	Free Cash
H	DPW Sweeper	\$48,500	\$243,000 for 5 yr lease, annual payment of \$48,500 from Stormwater Operating Budget

Project	Department/Item	Amount	Funding Source
I	DPW Vac Jet Truck	\$425,000	\$77,000 Water Retained Earnings \$212,500 Water Operating Budget \$88,000 Sewer Retained Earnings \$47,500 Free Cash
1	DPW Grove St. Standpipe Engineering	\$60,000	Water Retained Earnings
K	DPW Well 7 Rehabilitation	\$238,000	\$29,735 Water Retained Earnings \$208,265 Water Operating Budget
L	DPW Infiltration & Inflow Study	\$115,000	Sewer Retained Earnings
M	Schools Master Plan for Athletic Complex	\$50,000	Free Cash
N	Fire Department Pump Truck	\$655,000	Borrowing

Summary:	Macy/Sale of Real Estate	\$575,100
	Free Cash	\$252,400
	Water Retained Earnings	\$166,735
	Sewer Retained Earnings	\$203,000
	Water Operating Budget	\$420,765
	Storm water Operating Budget	\$48,500
	Borrowing	\$655,000

-----  
Total            \$2,321,500

**Project H:**

(Amended to 5 year lease of DPW Sweeper to come from Storm water Operating budget not taxation as stated passed in the green pamphlet) Amendment passed unanimously.

**Project M:**

(Master Plan for Athletic Complex not recommended by Finance Committee)

Motion to waive a secret ballot is required by General By-Law Section 4.07.130 carried unanimously.

Motion carried by a 2/3 voice vote

(per General By-Law Section 4.07.100 adopted by town on May 28, 1997).

(Recommended by the Finance Committee)

## ARTICLE 6. NON-CAPITAL OUTLAY EXPENDITURES

(Expenditures of Less Than \$50,000)

To see if the Town will vote to raise and appropriate a sum of money and to determine how such appropriation shall be raised, whether by transfer of available funds, by taxation, by borrowing or otherwise, and if by borrowing to authorize the issuance and sale of general obligation bonds or notes of the Town therefore for the purpose of financing the purchase of various non-capital outlay items or improvements proposed by Town Departments, Boards or Committees; or act or do anything in relation thereto.

(By: Board of Selectmen)

VOTED-The Town voted unanimously to appropriate from various funding sources, for the purposes and in the amounts set forth below for the purchase and equipping, as applicable, of various non-capital outlay items or undertaking of improvements proposed by Town Departments, Boards or Committees, including all incidental and related expenses.

Department	Capital Request	Amount	Funding Source
School Dept.	Entrapment Designs for High School	\$3,600	Free Cash
	Entrapment Designs for DiPietro School	\$2,800	Free Cash
	Entrapment Designs for Stallbrook School	\$4,200	Free Cash
Town Clerk	E-Poll Books & Hand Held Devices	\$21,285	Free Cash
Library	Security Camera System Upgrade	\$9,000	Free Cash
Fire Dept.	Computer Upgrades	\$15,550	Ambulance Receipts

Police Dept.	Replacement of Vehicles 401 in the amount of \$48,153, Vehicle 408 in the amount of \$48,285 and Vehicle 409 in the amount of \$45,390	\$141,828	Free Cash
DPW	Pick-up Truck to Replace Truck BW-1	\$42,000	\$28,700 From Water Retained Earnings \$13,300 From Sewer Retained Earnings
DPW	Purchase of Two Transit Vans for Facilities Operators	\$46,000	\$41,400 From Water Retained Earnings \$4,600 From Sewer Retained Earnings

(Recommended by Finance Committee)

#### ARTICLE 7. AMEND GENERAL BY-LAWS, CHAPTER 71-6: (Revolving Funds)

To see if the Town will vote pursuant to G.L. c.44, §53E½ to: (1) establish revolving funds for the Inspectional Services Department and the Department of Public Works, and for such purposes, to amend Part 1, Chapter 71: Financial Affairs of the General Bylaws of the Town by inserting at the end of the chart set forth in Section 71-6(E) the bold, italic rows set forth below; and further (2) to amend said chart by increasing the annual expenditure limit for the Conservation Commission from \$15,000 to \$50,000 or act or do anything in relation thereto.

FUND	REVENUE SOURCE	AUTHORITY TO SPEND FUNDS	USE OF FUNDS	SPENDING LIMIT	RESTRICTIONS AND/OR COMMENTS	OTHER REQUIREMENTS/REPORTS	FISCAL YEARS
<u>INSPECTIONAL SERVICES</u>	<u>INSPECTIONAL FEES</u>	<u>BUILDING COMMISSIONER</u>	<u>ADDITIONAL INSPECTIONAL SERVICES AND EQUIPMENT</u>	\$35,000			<u>FISCAL YEAR 2019 AND SUBSEQUENT YEARS</u>
DPW	PARKING FEES FOR SILVER LAKE AND ARCAD PARK	TOWN ADMINISTRATOR	SALARIES AND EXPENSES DIRECTLY RELATED TO THE PARK OPERATIONS	\$40,000			<u>FISCAL YEAR 2019 AND SUBSEQUENT YEARS</u>

(By: Board of Selectmen)

VOTED- The Town voted unanimously pursuant to G.L. c. 44§53E<sup>1</sup>/<sub>2</sub> to: (1) establish revolving funds for the Inspectional Services Department and the Department of Public Works, and for such purposes, to amend Part 1, Chapter 71- 6 (E): Financial Affairs of the General Bylaws of the Town by inserting the chart set forth in the Report and Recommendations of the Finance Committee; and further (2) to amend said chart by increasing the annual expenditure limit for the Conservation Commission from \$15,000 to \$50,000.

FUND	REVENUE SOURCE	AUTHORITY TO SPEND FUNDS	USE OF FUNDS	SPENDING LIMIT	RESTRICTIONS AND/OR COMMENTS	OTHER REQUIREMENTS/REPORTS	FISCAL YEARS
INSPECTIONAL SERVICES	INSPECTIONAL FEES	BUILDING COMMISSIONER	ADDITIONAL INSPECTIONAL SERVICES AND EQUIPMENT	\$35,000			FISCAL YEAR 2019 AND SUBSEQUENT YEARS
DPW	PARKING FEES FOR SILVER LAKE AND ARCAD PARK	TOWN ADMINISTRATOR	SALARIES AND EXPENSES DIRECTLY RELATED TO THE PARK OPERATIONS	\$40,000			FISCAL YEAR 2019 AND SUBSEQUENT YEARS

(Recommended by Finance Committee)

## ARTICLE 8. REVOLVING FUNDS

To see if the Town will vote to authorize the total expenditures for the following revolving fund pursuant to G.L. c. 44 §53E<sup>1</sup>/<sub>2</sub> for fiscal year 2019 to be expended in accordance with the bylaws; or act or do anything in relation thereto.

<u>FUND</u>	<u>SPENDING LIMIT</u>
Inspectional Services	\$35,000
DPW	\$40,000
Conservation Commission	\$50,000

(By: Building Commissioner, DPW,  
Conservation Commission)

VOTED- The Town voted unanimously to authorize the total expenditures for the following revolving funds pursuant to G.L. c. 44§53E<sup>1</sup>/<sub>2</sub> for the fiscal year 2019 to be expended in accordance with the General Bylaws of the town;



<u>FUND</u>	<u>SPENDING LIMIT</u>
Inspectional Services	\$35,000
D.P.W.	\$40,000
Bellingham Conservation Commission	\$50,000

(Recommended by Finance Committee)

#### ARTICLE 9. COOKS LANE PERMANENT ROADWAY EASEMENTS

To see if the Town will vote to accept Cooks Lane as a public way as laid out by the Board of Selectmen, and to authorize the Board of Selectmen to acquire by gift, purchase, and/or take by eminent domain permanent roadway, drainage and utility easements and to accept a deed or deeds to the Town for said easements as shown on plans titled "Taking Plans Located at Cooks Lane Bellingham MA Prepared for the Town of Bellingham Department of Public Works" prepared by Land Planning, Inc., dated July 28, 2016; copies of which will be on file with the Town Clerk's Office 14 days before the Town Meeting; and to raise and appropriate or transfer from available funds a sum of money for the purposes of this Article including any related expenses; or act or do anything in relation thereto.

(By: DPW Director)

VOTED- The Town voted to accept Cooks Lane as a public way as laid out by the Board of Selectmen, and to authorize the Board of Selectmen to acquire by gift, or take by eminent domain permanent roadway, drainage and utility easements and to accept deed or deeds to the Town for said easements as shown on plans titled "Taking Plans Located at Cooks Lane Bellingham MA Prepared for the Town of Bellingham Department of Public Works" prepared by Land Planning, Inc., dated July 28, 2016; copies of which were on file with the Town Clerk's Office 14 days before the Town Meeting.

Motion carried by a 2/3 voice vote. (per General By-Law section 4.07.100 adopted by the Town May 28, 1997).

(Recommended by Finance Committee)



## ARTICLE 10. CHARLES RIVER GROVE DRAINAGE EASEMENTS & PARCEL ACQUISITION

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, and/or take by eminent domain permanent drainage easements and to accept a deed or deeds to the Town to allow for the improvement to the storm drain system in First, Second, Third, Fourth, and Middle Ave. as shown on plans titled "Drainage Easement Plan Charles River Grove, Bellingham, Massachusetts" prepared by Borderland Engineering, Inc., dated July 23, 2018, copies of which will be on file with the Town Clerk's Office 14 days before the Town Meeting; and authorize the Board of Selectmen to acquire by gift, purchase, and/or take by eminent domain and to accept a deed or deeds to the Town all of parcels noted on the Tax Assessor's records as Map 40 Parcels 82, 109, and 110 to allow for improvement to the storm drain system and to establish ownership of traveled ways in First, Second, Third, and Middle Avenue; and to raise and appropriate or transfer from available funds a sum of money for the purposes of this Article including any related expenses, or act or do anything in relation thereto.

(By: DPW Director)

Voted-Passed over

## ARTICLE 11. ZONING BYLAW AMENDMENT – HARTFORD AVENUE

To see if the Town will vote to amend its Zoning Bylaw and Zoning Map in accordance with, Attachment 1 and, as follows:

79 Hartford Avenue, Assessors Map 28-7, from the existing zoning districts of Business 2, Agriculture, and Suburban District to the Industrial District; or act or do anything in relation thereto.

(By: Planning Board)

Voted-By hand count

Yes-87	No-102	Total-189
2/3 of 189 being 126 Motion Failed		

(Recommended by Finance Committee)

## Article 12. ZONING BYLAW AMENDMENT – FARM STREET

To see if the Town will vote to amend its Zoning Bylaw and Zoning Map in accordance with, Attachment 1 and, as follows:

Amending the zoning district to change the zoning of the following addresses from the Industrial District to the Suburban District: 163 Farm Street, Assessors Map and Parcel 7-10; 167 Farm Street, Map and Parcel 7-9; 176 Farm Street, Map and Parcels 7-3 and 2-1; 185 Farm Street, Map and Parcel 7-7; 205 Farm Street, Map and Parcel 7-6; and Farm Street Map and Parcels 7-2, 7-8, 7-8A, 7-11, and 7-11A; or act or do anything in relation thereto.

(By: Planning Board)

Voted-Town voted to amend its Zoning Bylaw and Zoning Map in accordance with, Attachment 1- Zoning Map, all as written in the report and recommendations of the Finance Committee.

Motion carried by a 2/3 voice vote. (per General By-Law section 4.07.100 adopted by the Town May 28, 1997).

(Recommended by Finance Committee)

(Recommended by Planning Board)

#### ARTICLE 13. ZONING BYLAW AMENDMENT – MAPLE STREET

To see if the Town will vote to amend its Zoning Bylaw and Zoning Map in accordance with, Attachment 1 and, as follows:

Amending the zoning district at the following addresses from the Industrial District to the Suburban District: 118 Maple Street, Assessors Map and Parcel 20-63; 136 Maple Street, Map and Parcel 26-7; 146 Maple Street, Map and Parcel 26-6; 151 Maple Street, Map and Parcel 26-2AA; 160 Maple Street, Map and Parcel 26-9; 161 Maple Street, Map and Parcel 26-1; 164 Maple Street, Map and Parcel 26-10A; 166 Maple Street, Map and Parcel 26-11; 169 Maple Street, Map and Parcel 26-1A; 170 Maple Street, Map and Parcel 26-10; 174 Maple Street, Map and Parcel 26-10B; 186 Maple Street, Map and Parcel 32-7; 231 Maple Street, Map and Parcel 32-3A; 235 Maple Street, Map and Parcel 32-3+; Maple Street, Map and Parcels 32-10, 32-9, 32-8, 32-5A, 26-6A, 26-03, 32-05, 20-62, 20-64, 20-61; or act or do anything in relation thereto.

(By: Planning Board)

Voted- The Town voted to amend its Zoning Bylaw and Zoning Map in accordance with, Attachment 1 - Zoning Map, all as written in the report and recommendations of the Finance Committee.

Motion carried by a 2/3 voice vote. (per General By-Law section 4.07.100 adopted by the Town May 28, 1997).

(Recommended by Finance Committee)

#### ARTICLE 14. DOWNTOWN RESIDENTIAL DEVELOPMENT OVERLAY DISTRICT

To see if the Town will vote to amend the Establishment of districts 240-28A(2) to read:

In addition, there are nine overlay districts: Floodplain District as established § 240-110, Water Resource District as established at § 240-132, Adult Use Districts No. 1 and No. 2 as established at Article XXII of this chapter, the Mill Reuse Overlay District as established at Article XXIII, the Wethersfield Overlay District as established at Article XXVII; The Hartford Avenue Overlay District, established under Article XXVI, the 55+ Active Adult Overlay District, as established at Article XXVIII of this chapter, and the Downtown Residential Development Overlay District, as established at Article XXIX of this chapter.

To create an overlay district entitled Downtown Residential Development Overlay District to read:

#### ARTICLE XXIX DOWNTOWN RESIDENTIAL DEVELOPMENT OVERLAY DISTRICT

##### *A. Purpose:*

It is the purpose of this section to establish a Downtown Residential Development Overlay District (DRDOD). Through the application of creative site planning, the establishment of the DRDOD will provide a supportive setting for the development of a mixture of small lot upscale single-family residences and townhomes in a village type setting; one that is in close proximity to the downtown area whose establishments would benefit from the patronage that these new residences would provide. The processes adopted hereunder will ensure that development within the DRDOD will be balanced with the public health, safety and welfare.

A Special Permit from the Planning Board shall be required for all projects proposed under the DRDOD Bylaw.

Except as otherwise set forth in this Article XXIX, no provision in Article XXIX may be construed to supersede or otherwise alter or amend the bylaws pertaining to the use of land in the underlying district. Rather Article XXIX is intended to supply an alternative for those who elect to submit a Special Permit application

under the provisions of this DRDOD Bylaw, in which case the provisions and requirements of the DRDOD Bylaw shall apply, and not the provisions and requirements of the underlying district, except as specifically stated in the DRDOD Bylaw.

**Overlay District** – The DRDOD shall consist of the following properties, as identified on the Assessor’s Maps maintained by the Town and map attached:

Assessor Parcel 0051-0013-00

*B. Definitions:*

**Special Permit Granting Authority (SPGA)** – The SPGA shall be the Planning Board whose review of Special Permit Applications submitted hereunder shall be based upon the considerations of Article IV. Special Permits; along with other specifically designated criteria contained in this DRDOD Bylaw.

*C. Permitted and Prohibited Uses:*

The following uses and structures are allowed in the DRDOD. All other uses not expressly permitted shall be prohibited from use of the overlay district.

1. Single-family Dwellings
2. Townhouse Dwellings
3. Accessory uses and structures that are customarily incidental and accessory to the above described residential uses.

The number of Townhouse Dwellings in the DRDOD shall not exceed forty percent of the total number of units allowed in the DRDOD.

*D. Inclusionary Housing:* The DRDOD is exempt from Bellingham Zoning Bylaw Article XXV. Inclusionary Housing.

*E. Land Disposition:* Single-family Dwellings shall be on individual house lots as is typical of residential subdivisions. Townhouse Dwellings shall be on land that is held in common ownership as is typical of condominiums.

*F. Standards and other Rules and Regulations:* The following standards, rules and regulations, which vary from the underlying zoning, shall apply to any Single-family Dwelling development proposed under the DRDOD Bylaw.

1. *Density:* A maximum of 6 residential units per 40,000 square feet of area to be developed as Single-family Dwellings less area to be set aside as open space.

2. *Dimensional Requirements:* The following dimensional requirements shall apply to Single-family Dwellings in the DRDOD:

- a. Minimum Lot Area: 5,000 s.f.
- b. Min Frontage: 70 ft.
- c. Min Front Yard: 20 ft.
- d. Min Side Yard: 10 ft.
- e. Min Rear Yard: 20 ft.
- f. Max. Building Height: 37 ft.,
- g. Minimum separation between buildings shall be 20 feet.

The following standards, rules and regulations, which vary from the underlying zoning, shall apply to any Townhouse Dwelling development proposed under the DRDOD Bylaw.

1. *Density:* A maximum of 8 residential units per 40,000 square feet of area to be developed as Townhouse Dwellings less area to be set aside as open space.

2. *Dimensional Requirements:* The following dimensional requirements shall apply

to Townhouse Dwellings in the DRDOD:

- a. Min Front Yard: 30 ft.
- b. Min Side Yard: 25 ft.
- c. Min Rear Yard: 20 ft.
- d. Max. Building Height: 37 ft.,
- e. Minimum separation between buildings shall be 40 feet.

All other applicable standards, rules and regulations, performance requirements and dimensional requirements in the zoning bylaw shall be applicable.

### 3. *Traffic and Pedestrian Safety:*

**Interior Design** – The design of the proposed development shall ensure safe interior circulation within its site with adequate ingress and egress as well as separation of pedestrian, bike ways, and vehicular traffic. The principal roadways serving the site shall be designed to conform to standards of the Town, as established by the Town's Subdivision Rules and Regulations, subject to waiver by the Planning Board , after review and guidance by emergency services and the Department of Public Works, upon a showing of good cause by the Applicant.

Internal ways providing access and egress for the development shall be determined to be "roadways" for the purpose of the interpretation of this



DRDOD Bylaw. This shall include the provision of adequate access for bikeway and pedestrian traffic to the downtown commercial community.

Emergency Access – All applications must demonstrate that, in the opinion of the Bellingham Fire Department, there is adequate accommodation for emergency vehicles throughout any proposed project.

#### *4. Parking:*

Dwellings – A minimum of two spaces per dwelling unit, except for Townhouse Dwellings which shall provide a minimum of 1.5 spaces per dwelling unit.

Other amenities – The Planning Board shall have the ability to review any other uses and to determine the number of required spaces, if any.

Waiver – The Planning Board may reduce the required number of parking spaces based upon factors which may warrant a reduction in number of parking spaces such as but not limited to walkability, shared spaces, or other recognized standards warranting a reduction in parking.

All off-street parking areas for five or more cars shall be at least twenty (20') feet from a project roadway and shall be adequately screened from a public right of way. However, the Planning Board may allow off-street parking lots to be located closer than 20 feet of an internal roadway in the development based upon factors which may warrant such a reduction, such as but not limited to buffers, environmental impacts and the proximity of nearby buildings.

#### *5. Open Space Requirement*

Any proposal under this DRDOD Bylaw is required to reserve and restrict no less than 40% of the entire site for open space purposes. Such open space shall be shown on a site plan and may include outdoor recreational (passive or active) activities. Such open space will be conditioned as preserved in perpetuity.

#### *G. Impact Contribution:*

Whereas the scope and magnitude of the project will impact the town in a measurable way the developer through a public services impact study shall provide recommended potential structural and nonstructural improvements that the Town could consider to insure public services properly and adequately accommodate the new development. Such services under review shall include but is not limited to traffic, school, emergency services, water and sewer.

#### *H. Pre-Application Review:*

The DRDOD is exempt from Development Plan Approval under Section 240-16 of the Zoning Bylaw. However, any applicant for a Special Permit under this DRDOD Bylaw is urged to meet with the Planning Board staff prior to the submission of a Special Permit Application under the DRDOD Bylaw.

#### *I. Required materials*

Notwithstanding the lack of formal Development Plan Approval, all applications for a Special Permit hereunder shall include all plans and materials required under Development Plan Approval as listed in Section 240-17 of the bylaw. Additionally, where no subdivision is sought, as in the case of Townhouse Dwellings, the Applicant shall provide any and all other plans that are required under the Town's Subdivision Rules and Regulations as they apply to roadways, utilities, storm water facilities and other elements of required utilities and infrastructure.

(By: Petitioner – Kevin Lobisser  
31 Whitewood Road  
Milford, MA 01757)

Voted-The Town voted to amend its Zoning Bylaw, Article V, Section 240 subsection 28, paragraph (A), bullet 2, the Establishment of districts and to create an overlay district entitled Downtown Residential Development Overlay District and to amend the Zoning Map in accordance with Attachment 1- Zoning Map all as written in the report and recommendations of the Finance Committee.

With the following exceptions:

Item A "Purpose" add the following to the 4<sup>th</sup> paragraph Overlay District: "All but the Industrial Zoned portion of Parcel 0051-0013-00."

Item F2 "Dimensional Requirements" change subsection E to read: Minimum separation between Townhouse buildings shall be 40ft.

Item F4 "Parking" Delete the following text "except for Townhouse Dwellings which shall provide a minimum of 1.5 spaces per dwelling unit."

Item F4 "Waiver" Delete this section.

Item F4 "Other Amenities" delete this section.

Item F5 "Open Space Requirements" add the following: Prior to the submission for Special Permit the applicant shall meet with the Conservation Commission so they can evaluate the Open Space component of this submission. The Conservation Commission shall provide their recommendation to the Planning Board prior to the Planning Board's first hearing on the proposal.

Item H "Pre-Application Review" Replace "is urged to" with "shall".

Voted-By hand count

Yes-75      No-28      Total-103  
2/3 of 103 being 69 Motion Passed

(Recommended by Finance Committee)

#### ARTICLE 15. STABILIZATION FUND

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the purpose of funding the Stabilization Fund; or act or do anything in relation thereto.

(By: Finance Committee)

Voted- The Town voted unanimously to transfer the sum of \$500,000 from Free Cash to the Stabilization Fund.

(Recommended by Finance Committee)

## ARTICLE 16. UNPAID BILLS

To see if the Town will vote to raise, appropriate or transfer a sum of money for the payment of certain unpaid bills of a prior fiscal year; or act or do anything in relation thereto.

(By: Finance Committee)

No unpaid bills

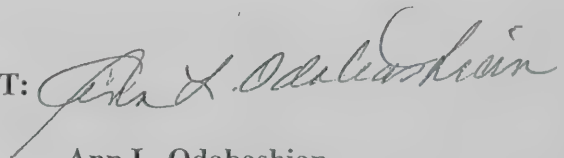
Voted-Passed Over

Meeting adjourned at 10:47 PM

P-1	P-2	P-3	P-4	P-4A	P-5	TOTAL
58	69	29	16	17	17	206

A true record.

ATTEST:



Ann L. Odabashian  
Bellingham Town Clerk

	A	B	C	D	E	F	G	H	I	J
1	Town of Bellingham							12/18/18		
2	State Election							10:40 AM		
3	November 6, 2018									
4										
5	Office & Candidates	P-1	P-2	P-3	P-4	P-4A	P-5	Total		
6	*****									
7	SENATOR IN CONGRESS									
8	^									
9	Elizabeth A. Warren	650	688	701	532	76	597	3244	45%	
10	Geoff Diehl	663	770	700	673	83	707	3596	50%	
11	Shiva Ayyadurai	52	64	51	52	5	50	274	4%	
12	All Others	4	20	3	17	3	28	75	1%	
13	BLANKS	22	1	19	2	0	3	47	1%	
14	TOTAL	1391	1543	1474	1276	167	1385	7236	100%	
15	*****									
16	GOVERNOR and LIEUTENANT GOVERNOR									
17	^									
18	Baker and Polito	1027	1191	1119	997	136	1087	5557	77%	
19	Gonzalez and Palfrey	318	298	323	236	27	260	1462	20%	
20	All Others	40	49	27	28	4	36	184	3%	
21	BLANKS	6	5	5	15	0	2	33	0%	
22	TOTAL	1391	1543	1474	1276	167	1385	7236	100%	
23	*****									
24	ATTORNEY GENERAL									
25	^									
26	Maura Healey	806	899	873	671	92	746	4087	56%	
27	James R. McMahon III	557	611	571	564	72	592	2967	41%	
28	All others	24	33	27	28	3	43	158	2%	
29	BLANKS	4	0	3	13	0	4	24	0%	
30	TOTAL	1391	1543	1474	1276	167	1385	7236	100%	
31	*****									
32	SECRETARY OF STATE									
33	^									
34	William Francis Galvin	857	949	929	717	97	790	4339	60%	
35	Anthony M. Amore	468	509	467	480	63	503	2490	34%	
36	Juan G. Sanchez Jr.	26	33	35	31	2	29	156	2%	
37	All Others	36	49	40	40	5	57	227	3%	
38	BLANKS	4	3	3	8	0	6	24	0%	
39	TOTAL	1391	1543	1474	1276	167	1385	7236	100%	
40	*****									
41	TREASURER									
42	^									
43	Deborah B. Goldberg	783	836	833	646	89	726	3913	54%	
44	Keiko M. Orral	512	567	520	526	69	532	2726	38%	
45	Jamie Guerin	37	51	44	32	3	55	222	3%	
46	All Others	57	84	73	60	6	67	347	5%	
47	BLANKS	2	5	4	12	0	5	28	0%	
48	TOTAL	1391	1543	1474	1276	167	1385	7236	100%	
49	*****									
50										
51	AUDITOR									
52	^									
53	Suzanne M. Bump	698	751	749	571	82	643	3494	48%	
54	Helen Brady	558	609	541	546	66	564	2884	40%	
55	Daniel Fishman	39	54	29	62	7	55	246	3%	
56	Edward J. Stamos	29	28	63	16	3	31	170	2%	
57	All Others	65	99	88	70	9	84	415	6%	
58	Blanks	2	2	4	11	0	8	27	0%	
59	TOTAL	1391	1543	1474	1276	167	1385	7236	100%	
60	*****									
61	REPRESENTATIVE IN CONGRESS - 2nd District									
62	^									
63	Joseph P. Kennedy III	978	1070	1057	845	0	0	3950	55%	
64	James P. McGovern	0	0	0	0	85	736	821	11%	
65	Tracy Lyn Lovvorn	0	0	0	0	74	577	651	9%	
66	All Others	346	426	384	356	6	65	1583	22%	
67	BLANKS	67	47	33	75	2	7	231	3%	



	A	B	C	D	E	F	G	H	I	J
5	<b>Office &amp; Candidates</b>	P-1	P-2	P-3	P-4	P-4A	P-5	Total		
68	<b>TOTAL</b>	1391	1543	1474	1276	167	1385	7236		100%
69	*****									
70										
71	<b>COUNCILLOR - 7th District</b>									
72	^									
73	Jennie L. Cassie	678	777	692	686	90	730	3653		50%
74	Paul M. DePalo	626	657	677	507	62	551	3080		43%
75	All Others	82	107	102	71	14	96	472		7%
76	BLANKS	5	2	3	12	1	8	31		0%
77	<b>Total</b>	1391	1543	1474	1276	167	1385	7236		100%
78										
79										
80										
81	*****									
82	<b>SENATOR IN GENERAL COURT - Worcester/Norfolk Districts</b>									
83	Ryan C. Fattman	720	834	749	718	95	796	3912		54%
84	Thomas M. Merolli	630	659	680	513	67	534	3083		43%
85	All Others	36	46	41	33	5	50	211		3%
86	Blanks	5	4	4	12	0	5	30		0%
87	<b>TOTAL</b>	1391	1543	1474	1276	167	1385	7236		100%
88	*****									
89	<b>REPRESENTATIVE IN GENERAL COURT - 18th Worcester District</b>									
90										
91	Patrick J. Malone	633	686	663	477	63	499	3021		42%
92	Michael J. Soter	706	809	759	764	100	847	3985		55%
93	All Others	45	43	48	23	2	37	198		3%
94	Blanks	7	5	4	12	2	2	32		0%
95	<b>TOTAL</b>	1391	1543	1474	1276	167	1385	7236		100%
96	*****									
97	<b>DISTRICT ATTORNEY - Norfolk District</b>									
98										
99	Michael W. Morrissey	955	1082	1025	837	110	954	4963		69%
100	All Others	375	432	430	373	44	381	2035		28%
101	Blanks	61	29	19	66	13	50	238		3%
102	<b>TOTAL</b>	1391	1543	1474	1276	167	1385	7236		100%
103	*****									
104	<b>CLERK OF COURTS</b>									
105										
106	Walter F. Timilty Jr.	938	1067	1012	824	105	936	4882		67%
107	All Others	395	448	444	386	48	399	2120		29%
108	BLANKS	58	28	18	66	14	50	234		3%
109	<b>TOTAL</b>	1391	1543	1474	1276	167	1385	7236		100%
110	*****									
111	<b>REGISTER OF DEEDS</b>									
112										
113	William P. Odonnell	936	1069	1020	835	104	951	4915		68%
114	All Others	397	447	432	381	49	383	2089		29%
115	BLANKS	58	27	22	60	14	51	232		3%
116	<b>TOTAL</b>	1391	1543	1474	1276	167	1385	7236		100%
117	*****									
118	<b>COUNTY COMMISSIONER</b>									
119										
120	Peter H. Collins	918	1047	986	820	103	937	4811		66%
121	All Others	413	465	468	393	50	399	2188		30%
122	Blanks	60	31	20	63	14	49	237		3%
123	<b>TOTAL</b>	1391	1543	1474	1276	167	1385	7236		100%
124	*****									
125	<b>COUNTY TREASURER</b>									
126										
127	James E. Timilty	919	1053	1003	822	103	931	4831		67%
128	All Others	414	463	451	390	50	405	2173		30%
129	Blanks	58	27	20	64	14	49	232		3%
130	<b>Total</b>	1391	1543	1474	1276	167	1385	7236		100%
131	*****									
132	<b>BLACKSTONE VALLEY SCHOOL COMMITTEE</b>									
133	<b>BELLINGHAM</b>									
134										
135	Joseph M. Hall	977	1059	1037	876	115	987	5051		70%
136	All Others	381	463	423	364	45	360	2036		28%

	A	B	C	D	E	F	G	H	I	J
5	<b>Office &amp; Candidates</b>	<b>P-1</b>	<b>P-2</b>	<b>P-3</b>	<b>P-4</b>	<b>P-4A</b>	<b>P-5</b>	<b>Total</b>		
137	Blanks	33	21	14	36	7	38	149		2%
138	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
139	*****									
140	BLACKSTONE VALLEY SCHOOL COMMITTEE									
141	BLACKSTONE									
142										
143	Joseph A. Broderick	918	981	949	832	111	947	4738		65%
144	All Others	449	543	514	408	52	400	2366		33%
145	Blanks	24	19	11	36	4	38	132		2%
146	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
147	*****									
148	BLACKSTONE VALLEY SCHOOL COMMITTEE									
149	DOUGLAS									
150	John C. Lavin, III	886	945	904	759	102	910	4506		62%
151	All Others	482	575	557	451	58	439	2562		35%
152	Blanks	23	23	13	66	7	36	168		2%
153	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
154	BLACKSTONE VALLEY SCHOOL COMMITTEE									
155	GRAFTON									
156	Anthony M. Yitts	866	895	876	753	98	880	4368		60%
157	All Others	502	626	584	482	61	467	2722		38%
158	Blanks	23	22	14	41	8	48	156		2%
159	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
160	*****									
161	BLACKSTONE VALLEY SCHOOL COMMITTEE									
162	HOPEDALE									
163										
164	Michael A. Intinarelli	863	904	874	762	97	884	4384		154%
165	All Others	507	619	585	471	61	466	2709		95%
166	Blanks	21	20	15	43	9	35	143		5%
167	TOTAL	1391	1543	1474	1276	167	1385	2852		100%
168	*****									
169	BLACKSTONE VALLEY SCHOOL COMMITTEE									
170	MENDON									
171	Dennis P. Braun	850	884	859	738	105	865	4301		59%
172	All Others	516	638	601	486	62	485	2788		39%
173	Blanks	25	21	14	52	0	35	147		2%
174	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
175	*****									
176	BLACKSTONE VALLEY SCHOOL COMMITTEE									
177	MILFORD									
178										
179	Paul J. Braza	850	873	845	730	95	863	4256		59%
180	All Others	516	648	614	499	62	486	2825		39%
181	Blanks	25	22	15	47	10	36	155		2%
182	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
183										
184	BLACKSTONE VALLEY SCHOOL COMMITTEE									
185	MILLBURY									
186										
187	Chester P. Hanratty, Jr.	829	862	833	718	94	852	4188		58%
188	All Others	539	660	628	513	66	497	2903		40%
189	Blanks	23	21	13	45	7	36	145		2%
190	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
191										
192	BLACKSTONE VALLEY SCHOOL COMMITTEE									
193	MILLVILLE									
194										
195	Gerald M. Finn	824	862	829	723	91	852	4181		58%
196	All Others	544	659	630	503	67	491	2894		40%
197	Blanks	23	22	15	50	9	42	161		2%
198	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
199	*****									

	A	B	C	D	E	F	G	H	I	J
5	Office & Candidates	P-1	P-2	P-3	P-4	P-4A	P-5	Total		
200	BLACKSTONE VALLEY SCHOOL COMMITTEE									
201	NORTHBRIDGE									
202										
203	Jeff T. Koopman	835	870	833	721	92	851	4202		58%
204	All Others	533	653	627	506	66	494	2879		40%
205	Blanks	23	20	14	49	9	40	155		2%
206	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
207	*****									
208	BLACKSTONE VALLEY SCHOOL COMMITTEE									
209	SUTTON									
210										
211	JULIE H. MITCHELL	836	867	843	722	93	862	4223		58%
212	All Others	530	653	618	504	65	483	2853		39%
213	Blanks	25	23	13	50	9	40	160		2%
214	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
215	*****									
216	BLACKSTONE VALLEY SCHOOL COMMITTEE									
217	UPTON									
218										
219	David R. Bartlett	836	871	832	725	90	854	4208		58%
220	All Others	532	651	625	504	67	487	2866		40%
221	Blanks	23	21	17	47	10	44	162		2%
222	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
223	*****									
224	Blackstone Valley School Committee									
225	Uxbridge									
226										
227	James Ebbeling	846	877	836	729	90	859	4237		59%
228	All Others	522	645	624	499	68	501	2859		40%
229	Blanks	23	21	14	48	9	25	140		2%
230	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
231	*****									
232	QUESTION #1									
233	NURSES PER PATIENT									
234	^									
235	YES	369	401	354	305	40	366	1835		25%
236	NO	995	1086	1053	927	124	986	5171		71%
237	BLANKS	27	56	67	44	3	33	230		3%
238	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
239	*****									
240	QUESTION #2									
241	Amend the Constitution									
242	^									
243	YES	938	967	927	797	117	870	4616		64%
244	NO	397	509	461	414	45	454	2280		32%
245	BLANKS	56	67	86	65	5	61	340		5%
246	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
247	*****									
248	QUESTION #3									
249	DISCRIMINATION BILL									
250	^									
251	YES	814	870	846	724	99	786	4139		57%
252	NO	538	607	553	504	63	556	2821		39%
253	BLANKS	39	66	75	48	5	43	276		4%
254	TOTAL	1391	1543	1474	1276	167	1385	7236		100%
255	*****									
256										
257	A true record:									
258	ATTEST: <i>Ann L. Odabashian</i>									
259	Ann L. Odabashian									
260	Bellingham Town Clerk									

# **TOWN OF BELLINGHAM**

## **Office of the BOARD OF REGISTRARS**

Bellingham Municipal Center  
10 Mechanic Street  
Bellingham, MA 02019

Tel: 508-657-2830  
Fax: 508-657-2832

### **Report of the Board of Registrars for 2018**

The Board of Registrars consists of the following: Sandra Tracy, Republican. Lawrence J. Sposato, Jr., Republican, Democrat Suzanne Garten, and Unenrolled Ann L. Odabashian. Town Clerk, Mrs. Odabashian also serves as Clerk to the Board.

Voter Registration sessions were held as required by law for all town meetings and town elections throughout the year. A breakdown of voters, by party and party affiliation as of December 31, 2018 as follows:

<b>Pct.#</b>	<b>Democrat</b>	<b>Libertarian</b>	<b>Green Rainbow</b>	<b>Republican</b>	<b>Unenrolled</b>	<b>Total</b>
1	503	8	0	294	1400	2224
2	490	14	3	285	1551	2365
3	487	4	0	297	1436	2255
4	346	17	3	278	1167	1837
4 A	50	0	0	54	139	249
5	498	9	1	285	1439	2265
<b>TOTALS</b>						
	2374	52	7	1493	7132	11195

We also have 131 voters in various small party designations.

We again wish to remind residents of some of the laws they should be aware of regarding voter registration.

When voters move from one street address to another within the town, they are required to file a written change of address notice with the Board of Registrars. It is very important so your voting privileges can follow you to your new address. Changing your



address does not, however, register you to vote. This can be done in the Town Clerk's office or you may have a form sent to your home, at the Registry of Motor Vehicles and also online at the Secretary of State's office.

Minors, who will become 18 years of age prior to any election or town meeting, may register to vote before the final day of voter registration, even though they are not eighteen years of age on the date of registration. Minors that are 16 and 17 may register to vote and when they become of age they will be put on the voter rolls as they turn 18. Voters can register 20 days before the Annual Town Meeting and 10 days before a Special Town Meeting.

New residents may register to vote on their first day of residence in Bellingham and become immediately eligible to vote at all subsequent elections and town meetings, provided the registration is prior to the deadline for that particular election or meeting.

Mail-in voter registration forms are available at the Registry of Motor Vehicles, the Bellingham Public Library, and the Bellingham Post Office or by calling the Town Clerk's office at 508-657-2830 or online at the Secretary of State's Office, and an application will be sent through the mail. You may also e-mail the Town Clerk at [aodabashian@bellinghamma.org](mailto:aodabashian@bellinghamma.org) and an application will be mailed.

## **ANNUAL TOWN CENSUS**

The Board of Registrars conducted the Annual Town Census in January and mailed 6800 census forms – one to each household in Town. The Town's population as of December 31, 2018 was certified as 15638. This was a decrease of 14 residents over the 2017 total of 15652. We want to impress on the residents the importance of filling out our census. The Town of Bellingham depends on the accuracy of our census for many of the monetary aids from the State and Federal Governments. Once again this does not register you to vote, you must do that at the Town Clerk's office or you can go to the State Web site and get an application, or at the registry of motor vehicles.

## **ANNUAL TOWN ELECTION**

The Town had a better turnout for turnout for our Elections. We encourage you to please register to vote, and to let us know if you should move within the Town, then we can make sure your voter registration follows you to your new address. The Board of Registrars continues to do voter registrations at the Bellingham High School before the elections, and Town Meetings.

2018 was an extremely busy year, Special Election on March 6, Special Town Meeting on March 28<sup>th</sup>, an Annual Election on May 1, Annual Town Meeting on May 23, A State Primary on September 4<sup>th</sup>, a Special Town Meeting on October 10<sup>th</sup>, which was moved to November 11, 2018, and the State Election on November 6th. We also had Early Voting on October 24<sup>th</sup> through November 2<sup>nd</sup>. Needless to say a very busy year for the Registrars.



## ABSENTEE BALLOTS

Absentee ballots are available for all elections throughout the year for registered voters who will be unable to vote at the polls on Election Day due to:

- ☐ being absent from the Town of Bellingham during the normal polling hours; or
- ☐ physical disability preventing them from going to the polling place; or
- ☐ religious belief

Please make sure to let us know that you need an absentee ballot in plenty of time for us to mail it to you. You must fill out a written request for an absentee ballot. Absentee Ballot request must be done every January for the upcoming year.

### TO RECEIVE AN ABSENTEE BALLOT THROUGH THE MAIL:

- ☐ Call the Town Clerk's Office at 508-657-2830; fax a request to: 508-657-2832 or e-mail [aodabashian@bellinghamma.org](mailto:aodabashian@bellinghamma.org) and an application will be sent to you.
- ☐ Send a written letter requesting a ballot be mailed to you and where to mail the ballot.
- ☐ Come into the office of the Town Clerk during regular office hours and vote by absentee ballot in person.

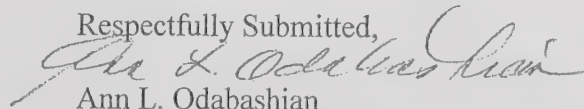
REGULAR OFFICE HOURS in the Bellingham Municipal Center are:

Mondays	8:30 AM until 7:00 PM
Tuesday through Thursday	8:30 AM until 4:30 PM
Fridays	8:30 AM until 1:00 PM

State laws mandate the deadline for voting by absentee ballot is 12 noon the day before the Election.

In closing, the board wishes to thank Ana Milot, our Assistant Town Clerk, for her efforts in helping to make our 2018 year go smoothly, as well as Census/Registrar Larry Sposato whose help is extremely appreciated... Thank you to the Board of Registrars for their help on all of the Election days and Early Voting, and throughout the year.

Respectfully Submitted,



Ann L. Odabashian  
Clerk, Board of Registrars



## **Bellingham Animal Control**

As Animal Control Officer , I submit my report for the year ending December 31<sup>st</sup> ,2018

Calls received and investigated – 2,617

Citations issued – 287

Dogs picked up not claimed -19

Dogs picked up claimed by owner- 65

Dogs found off leash -75

Cats picked up -45

Other Animals picked up -62

Wild Animals Euthanized -49

Animals taken to Vet – 31

Dead Animals picked up – 683

All Cats and Dogs that are not claimed after 7 days go to shelters

To adopt a Cat or Dog call

Purrefect Cat 508-533-5855

Medfield Animal Shelter 508-359-8989

Animal Control Officer

Tracey Taddeo

As Animal Inspector, I submit my report for the year ending December 31<sup>st</sup>, 2018

Dairy Cows 0

Beef Cattle 0

Goats 2

Sheep 0

Swine 0

Horses 11

Ponies 6

Chickens 601

Waterfowl 6

GameBirds 0

Rabbits 0

Mules 0

Donkey 3

Miniature horses 3

Animal Bites : 35 Animal Bites were reported

All were quarantined for a period of 10 days

Animals tested : 23 Animals were sent to lab to be tested for Rabies, none positive

### Duties and Responsibilities

The Animal Control Departments function is to enforce all Town bylaws and State laws regarding animals. This includes : licensing notification ,leash laws violations , complaints of barking , sick or injured wildlife. Assisting the Police and Fire Departments with animal issues . Removal of dead animals from the roadways. Bite and wound quarantines , preparing suspected rabid animals for testing.

Animal Control is 24-7 , Our office hours are 7am-3pm , Monday – Friday , any calls before 7am or after 3pm , or on a weekend or holidays is for emergencies only and we can be reached by calling the Police Department -508-966-1212.

Animal Inspectors are responsible for yearly barn counts and inspections and kennel inspections for the state.

Bellingham shares Animal Control services with the Town of Franklin , the facility is located at 15 Public Works Way ,Franklin Ma. The facility was built in 1977 and has the capacity to hold 12 dogs and 8 cats. Bellingham has a contract with Franklin with whom we share the costs of personal ,vehicles , supplies and the building.





## **Bellingham Board of Health**

### **2018 Annual Report**

The Board of Health (BOH) annual goals are always to promote and improve good health throughout the Town. By setting goals periodically, reviewing various practices and policies, utilizing the skills, knowledge and dedication of the staff and consultants, the Board continues to improve services and maintain delivery in an effective and cost-efficient manner.

The Board of Health consists of three members, each appointed by the Board of Selectmen for three year terms. Kelly McGovern served as Chairman, Vincent Forte Jr. served as Vice Chairman, and Patricia Leclair served as Member. Each Board Member brings their own unique set of skills and knowledge to the BOH and is trained in areas of health through Massachusetts Health Officer Association (MHOA) and Massachusetts Health Boards Association (MHBA). The Board Members regularly attend seminars provided by MAHB and MHOA, as well as septic system inspection and design training, and food service training. The member's seek to maintain their hands-on knowledge and skills in performance of their BOH duties for the health needs of the citizens of Bellingham.

Tina Griffin served as Minutes Clerk and Notary for the Board. She attends all BOH meetings, records the pertinent facts of the Board's discussions and decisions and records them in the BOH minutes. All Board meetings are open to the public and the agendas and minutes are kept on the town's website for viewing.

Michael Catalano serves as the full time Health Agent. He conducts field inspections, plan reviews, complaint calls and works with other town departments as well as attends all Board meetings. He manages our part time food inspectors and is notified as soon as possible of any critical violations of food establishments.

The Board started employing part time food inspectors vs. having independent contractors. In order to have each food inspector insured it was decided to reduce the amount of food inspectors from four to two. Mike Sarasin and Robert Griffin III are currently the BOH part time food inspectors. The Board will continue to organize each food inspector's inspection schedule and will continue rotation of establishments amongst them. These food inspectors do an outstanding job keeping food establishments up to date on food practices and procedures. By providing food inspections on a regular basis, citizens are assured local establishments meet safe food requirements. The BOH also provides anti-choke and Servsafe training to our food service and food retail establishments.

The full time Administrative Health Agent, Laura Renaud, has assisted the health agent in fulfilling the daily tasks and duties of the health department. The Board and Health Agent rely heavily on Laura on keeping them well informed on day-to-day operations, dealing with developing issues and addressing concerns as they arise.

Ms. Patricia Parent, our town's Public Nurse, continues to provide health services to seniors and other residents. Most of the services are coordinated with the town's Senior Center. This service allows the residents to have the expertise of a medical professional for coordinating the flu clinics and reporting and controlling certain illnesses. We conducted a flu clinic this year and did a total of 122 flu shots which were administered by our Public Health Nurse (69 shots administered to residents/53 shots administered to town employees).

Ms. Marilyn Edge, Tobacco Enforcement Agent for her 5<sup>th</sup> year, continues to conduct compliance checks of businesses with tobacco permits. This year the Board has suspended permits for one establishment for selling tobacco products to minors. She assisted us along with Cheryl Sbara, MAHB's staff attorney, in passing our marijuana bylaw. Massachusetts also passed the Tobacco 21 law in which Marilyn was an integral part of making sure our town was compliant.

As is customary practice of the Board since 1995, the BOH has sought to maintain the Community Septic Management Program (CSMP), which provides funds available for local septic upgrade/renewal loans at a cost of 3% for up to 20 years. Since the inception of the Septic Loan Program the Board has overseen over 250 new septic systems since the program's inception. In 2018 the Board has repaired 13 septic systems. In May, at the Town Meeting, citizens authorized the Board to apply to CSMP for \$300,000.00 in funding for the program. The office accepts applications on a continuous basis from residents seeking to replace failed/failing septic systems. This program is provided at no net cost to the Town and allows property owners to have a reasonable option in dealing with the high cost of septic replacement. The goal is to maintain a safe health environment while protecting and re-charging the town's water supply aquifers. Sewer systems do not re-charge as they send the water away from the aquifers.

The BOH had a few public hearings for the year 2018. The hearings consisted of commercial property litter bylaw, revised tattoo bylaw to encompass microblading, marijuana bylaw and Tobacco 21.

The Board coordinated and successfully implemented its annual Earth Day clean-up that resulted in over 60 volunteers and over 3 tons of trash from our roads. The success and overall excitement and positivity that came from this day will definitely make this an annual event.

The relationship between the Board, the office staff and other Boards/Departments has worked well on properly resolving any issues and decisions that arose. We continue to work with all departments and form partnerships to resolve issues that arise.

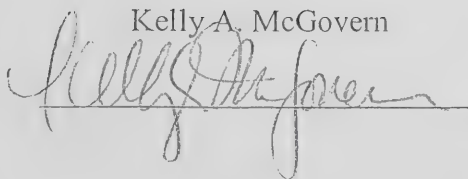
Permits for 2018  
Total Fees Collected \$ 58,750.00

50 Retail Food Permits	1 Tanning Establishment Permits
59 Food Establishment Permits	0 Indoor/Outdoor Wood Boilers
0 Mobile Food Permits	2 Body Art Permits
4 Temporary Food Permits	1 Motel Permit
30 Tobacco Vendor Permits	3 Semi-Public Pool Permit
40 Disposal Works Installer Permits	2 Burial Agent Permits
50 Repaired Septic Systems	9 Well Permits
30 New Septic Systems	3 Syringe Permits
20 Septage Haulers Permits	6 Rubbish Hauler Permits
2 Campgrounds Permits	3 Residential Kitchens
230 Septic Construction Inspections	153 Restaurant Inspections
30 Livestock Permits	

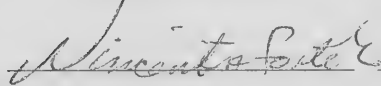
Bellingham Board of Health

Respectfully,

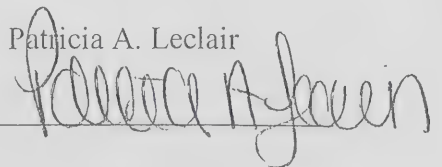
Kelly A. McGovern



Vincent A. Forte, Jr.



Patricia A. Leclair









# Town of Bellingham

## BOARD OF SELECTMEN

10 Mechanic Street

Bellingham, Massachusetts 02019

Tel: 508-966-5800 \* Fax: 508-966-4425

### REPORT OF THE BOARD OF SELECTMEN

The Town of Bellingham was incorporated on November 27<sup>th</sup>, 1719. The coming year will mark the Town's 300<sup>th</sup> anniversary and preparations for a celebration fitting such a milestone are well underway. Jennifer Altomonte is chairing a Committee which was funded by Town meeting in October. The Committee's first event was a New Year's Eve celebration which rang in the Town's anniversary year. Many other events are planned throughout the year giving the entire community an opportunity to be involved. Events include a week-long visit of "The Wall that Heals", a replica of the Vietnam Memorial Wall which will be assembled at the High School fields. A three day event which has been named "Old Home Days" is also planned for July. The event will be a celebration of our Town featuring bands, fireworks, exhibits from local artisan's and lots of food. A parade is also planned. The year will be capped off with a 300<sup>th</sup> Birthday celebration in November. Thanks to all those involved in the planning process!

The past year saw a booming economy throughout the region which was reflected in the amount of new construction activity here in Bellingham. Several new subdivisions as well as a new 400,000 sq. ft. Industrial park were constructed over the past year. Residential growth has been strong for several years and shows no signs of slowing down even with rising interest rates. The coming year will see the start of a 150 lot subdivision which was approved by Town Meeting voters in October. The project will be located behind the Town Hall and will provide a "cut-through" from Route 140 to Mill Street. Additionally, a new 400,000 sq. ft. building is proposed on a parcel near the Maple St. and Route 140 intersection. All of this activity demonstrates what a desirable community Bellingham continues to be both from the perspective of a place to call home as well as a place to do business.

This past year we all took great pride in seeing our Chairman of the Board of Selectmen elected as our State Representative. Mike Soter will be sorely missed on our Board but we know he will provide tremendous support and representation for Bellingham at the State House. Congratulations Mike!

With the approval of medical and recreational marijuana in Massachusetts, a burgeoning new industry has emerged presenting both challenges and opportunities to our Town. Bellingham voters have blocked the establishment of marijuana dispensaries through zoning but have permitted cultivation operations to be developed in Town. The siting process is lengthy and complicated but two such developments are now doing business in the Williams Way Industrial Park. Good Chemistry which is presently producing product and Frozen 4, which has a 60,000 sq. ft. facility under construction, will be contributing hundreds of thousands in new tax and mitigation revenue to the Town while offering few impacts. No on-site sales will be allowed as the product will be distributed to dispensaries in other communities. While we are dealing with the growing pains associated with any new business, the economic benefits will certainly continue to be significant.

Infrastructure improvements continue to be at the top of the Town's priority list. Many upgrades to our water and sewer system as well as our roadways were undertaken this past year. Bellingham was successful in securing a 2.5 million dollar grant from the state which is allowing for improvements on Route 140 at Maple Street. These intersection improvements will help alleviate a major source of traffic congestion. Plans are also underway for improvements within the town center and South Main Street. State funds have been programmed to perform this work once the full engineering and design work has been completed by the Town.

2019 will undoubtedly present new and exciting challenges for our community. I am confident the many officials, employees and volunteers who participate in the Town will embrace these challenges and continue to make decisions that make our community strong and vibrant. On behalf of the Board of Selectmen I thank all of those individuals who serve on the many boards and committees for their pride and job performance as well as their dedication to public service.

Respectfully Submitted,

Daniel M. Spencer, Chairman  
Cynthia L. McNulty, Vice Chairman  
Donald F. Martinis, Member  
Michael J. Connor, Member

## COUNCIL ON AGING ANNUAL REPORT 2018

The COA Executive Board has seven members and one associate member: Chair, Kay Page, Treasurer, Tina Tyler, Secretary, Margaret Maxwell, Elizabeth Willey, Tsuni Roberts, Ming Ming He, Michael Belleville and Steve Racicot (associate member). The COA Board meets monthly and invites everyone to attend and contribute at our public meetings. Our mission is to provide support and leadership to our senior community through advocacy and by implementing educational, nutritional, recreational, and wellness programs to meet their needs.

The seven members and associate member of the Council on Aging Board (COA) are appointed by our Selectmen (BOS) to help plan and watch over programs put into place to meet the needs of our older residents. Residents at least 60 years of age are members of the Council on Aging. Because of our aging *baby boomers*, our membership will increase each year until 2030. The COA Board advocates on their behalf; has a say about the operation of the Senior Center, and acts as an advisory group to the Board of Selectmen.

Member Paul Peters resigned from the Board in January of this year after spending approximately 9 months as a board member. Paul has continued to lead the Men's Group and Steppes of the Barbarian Empire group.

Need and interest continues to be strong, so we again resumed evening hours on Tuesdays adding some educational programming to include Genealogy, Constitution, and Yoga as well as concerts and special activities/info sessions for various organizations. Looking to the future, we'd like to continue with evening offerings that will attract those still working, targeting those seniors 60-70 years old.

At our active Center we focus on offering many programs and activities year-round Monday, Wednesday and Thursday from 8:00am to 4:00pm, Tuesday 8:00am – 7:00pm and on Fridays from 8:00am to 3:00pm. Activities took place such as the knitters' and quilters' groups, canasta, bridge, mahjong, pitch, bridge, poker, billiards, genealogy, guitar lessons, cribbage, bingo, Tai Chi, Zumba, Yoga, chair-volleyball, a basic seated exercise class, blood pressure clinics, men's group, women's wisdom group, guest speakers, monthly birthday luncheon parties, regular legal, financial, and S.H.I.N.E. health insurance counseling, as well as TRIAD public safety programs, and the Elder Service Group sponsored meetings and events. Golf, bowling, walking club, day trips and excursions, lunch bunch and pool tournaments are offered off-site.

Other new and expanded programs included presentations on avoiding scams, retirement and estate planning, the Senior I.D. Program, The BOH blood pressure clinics with Nurse Trish took place each month at the Center; and many people attended our annual immunization clinics. We are working on a Memory Café project for caregivers and their spouses to begin in January and several of our employees were trained as Dementia Champions in December.

In partnership with the Bellingham Arts Center and Cultural Council, we hosted several performances during the year, a weekly open art studio, community chorus, and motion-to-music exercise class, as well as regular oil painting instruction. In September we introduced an 'artist of



the month' program where a Bellingham Senior has an opportunity to display their artwork in our dining room. We continue to find new artists to fill the calendar for 2019.

Many of the Center's most popular programs include refreshments or meals. Over **5,500** nutritious lunches were sponsored by the Center or Elder Service Group during the year, with over **650** of those meals provided to us by the Bellingham schools at a cost of \$1/lunch.

The Tax Work-off Program now includes younger veterans in addition to eligible older homeowners. During the most recent Tax Work-Off Program cycle **138** participated and earned close to \$1000 each off their property tax bills.

We run local transportation (up to 10 miles) without a fee. Shared rides are available to residents 60 and older, and those younger citizens with a disability. Bellingham partners with the Greater Attleboro Taunton Regional Transit Authority (GATRA) to provide rides to medical appointments, food shopping, errands and social activities with four lift-equipped vans. People were taken to dialysis, cardiac rehab, chemotherapy, and home after being discharged from the hospital. In addition, we are regularly asked for out-of-town medical transportation to Boston, Worcester, Providence, and elsewhere which we continue to provide on a limited basis. Our riders appreciate this service and donated thousands of dollars which helps defray the cost of transportation related expenses beyond our operating budget. Lastly, a commuter-shuttle service on a fixed route offers Bellingham riders of all ages, a convenient alternative instead of driving to and parking at Franklin Forge-Park train station. The cost is a little over \$1 each way.

Since 1985 we have operated an affordable non-profit *Supportive Day Program*. We provide social activity for seniors who need daytime companionship and support due to physical, social, or emotional needs. This program enables frail elders to continue living in the community who might otherwise be at-risk or inappropriately placed in a nursing home. Our program, which takes place from 9am-3pm, gives caregivers respite and peace of mind. The daily attendance fee is \$35 and transportation is provided to residents at no additional cost. During the past year, **10** clients attended from one to five days a week. We are very proud of this valuable and long-established program.

The COA Board values volunteerism, and shows a high level of commitment, leadership, and service. Indeed, the over **sixty** current volunteers and community service workers proved to be essential to the success of our programs, donating thousands of hours of service. A Volunteer Appreciation event was held this year with a meal and recognition enjoyed by all. As we grow, more volunteer opportunities, recruitment and training must be provided so that those who wish to donate their time and energy feel satisfaction in giving back to the community, and see positive results from their contribution.

Lastly, our outreach efforts are the actions we take to locate residents that need information, referral, or other assistance, and provide them with access to benefits that they are eligible for or connect them to necessary services. One way we do this is through the monthly newsletter. Currently, over **2,800** paper copies of the COA newsletter, *The Spirit of Bellingham*, are distributed each month to keep residents informed about activities, benefits and program offerings. While the Town funds the postage to distribute the newsletter in Town, there is no cost to residents for producing the newsletter because of our many generous business sponsors. In

addition, a free email subscription is available and more than 300 individuals currently receive the newsletter in this format.

Again this year a state grant allowed us to supplement the part-time outreach services funded through the municipal budget in order to meet the growing needs of residents struggling to make ends meet as well as those who are homebound. We continued to offer mental health services to 10 Bellingham residents funded by the Elder Mental Health Outreach Team grant. In addition, our outreach staff and volunteers offered visits to the homebound, and helped with errands and application assistance for fuel and food to more than **300** residents. During tax season, trained AARP volunteers prepared forms without a cost for those residents with low or moderate income – more than **120** seniors were helped in 2018.

The Director will continue to evaluate and strengthen our Outreach Program, and also advocate for senior center expansion. We are focused on finding additional funding sources that will offset some of our outreach services as well as our building expansion project.

We thank our legislators for their strong support. We are grateful to the many fine agencies and organizations we call on for help. We worked with our local school and scout organizations, as well as the library and we aim to increase the number and quality of our intergenerational connections and relationships. We continue to work with our Veteran's Agent to get the word out to residents of all ages about possible programs and benefits.

Our closest partner is the Bellingham Elder Service Group (BESG), which was formed to be the COA's *friends'* organization. They sponsor fundraisers to help seniors and our Center and donated funds this year to replace an outdoor swing and a water fountain filtration unit. In addition to help from the BESG, the COA received donations of in-kind goods and services valued at over \$100,000 from agencies, businesses, and individuals.

A feasibility study was done in the spring which has positioned us to seek architectural design bids for our building expansion project. As we continue to advocate for expansion of our building and parking lot we look forward to the challenges and changes ahead. Our vision is to create and hold space for people to visit, a space that will leave them feeling better about themselves and more capable of dealing with life's stressors.

I join the COA Board in acknowledging the generosity and respect shown to our oldest inhabitants by concerned residents, Town employees, and elected officials. This is my first year as Director (here since June), and I cannot thank the COA staff enough for their continued dedication and professionalism. 2018 began with some transition and interim leadership and ended with momentum for a successful 2019!

Respectfully submitted,

Josie Dutil  
Director





## BELLINGHAM CULTURAL COUNCIL

### ANNUAL REPORT 2018

To: Bellingham board of Selectmen and Citizens of the Town of Bellingham

MEMBERS: Linda F. Trudeau, Chairman

Theresa Szuficki, Treasurer

Michelle Genereux, Secretary

Terry McGlynn, Grants

Paul Szuflicki

The Bellingham Cultural Council is a local granting authority of the Massachusetts Cultural Council and members are appointed by the Bellingham Selectmen. The BCC is composed of residents from the Town of Bellingham with the goal of promoting excellence in art education, interpretive sciences, humanities, and diversity in the arts.

The BCC grants funds for proposals from organizations, schools and individuals that support a variety of projects including exhibits, festivals, workshops concerning music, poetry, visual arts, theatre, dance, environmental art, nature programs, history, literature, writing, designing also field trips that allow adults and children to attend cultural events, robotics demonstrations as well as offering FREE Bellingham Senior Center intergenerational programming and the same for the Bellingham Library in conjunction with the Bellingham Arts Programs.

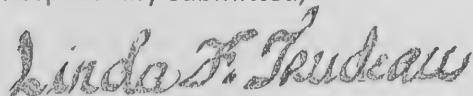
In addition to the local grant process which starts in September and includes the annual grant reception, members attend BCC council meetings and grant events and support many other cultural events in town. We meet with staff from the Mass Cultural Council and our State Representative and advocate for the Arts state wide that support bringing additional monies into our community. We often assist and support local groups in our town and lately have supported, when possible, other local Cultural Councils.

The Grant Recipients have one year to complete their project.

Any Bellingham Residents interested in becoming a member may refer to the Bellingham Directory of Town State and County Officials booklet which can be obtained at the Town Clerk's Office by contacting any member listed for additional information or talk to a member at any event the BCC sponsors.

The BCC has been actively working to promote programming for the 300<sup>th</sup> Anniversary Celebration of the Town of Bellingham this past year. Looking forward to a Grand Celebration!

Respectfully submitted,



Linda F. Trudeau



## REPORT OF THE FINANCE COMMITTEE – DECEMBER 2018

### **Mission & Scope**

The Finance Committee operates under the authority of the Home Rule Charter and Chapter 6 of the Code of By-Laws. The Committee consists of seven legal voters of the Town appointed by the Town Moderator. All members are volunteers and are not compensated.

The Committee is required to consider articles in the Warrant for Town Meeting, conduct a public hearing on the articles and report its recommendations to the Town Meeting. This includes the review and recommendation of budget appropriations.

### **FY 2019 Operating Budget Overview**

The Report and Recommendations of the Finance Committee were distributed at the May 2018 Annual Town Meeting and at the October 2018 Special Town Meeting, and are available on the Town's website.

Some of the highlights include:

- A balanced FY 2019 general fund budget of \$57 million was reviewed and recommended by the Finance Committee and ultimately approved at Town Meeting.
- The enterprise funds for Water (\$2.8 million), Sewer (\$1.4 million), and Trash (\$1.6 million) were also recommended by the Finance Committee and approved at town meeting.

### **Longer-Term View**

Bellingham has many financial positives including:

- The average single family tax bill is among the lowest in the state.
- Strong credit rating – AA+
- The town has established multiple stabilization funds (general, tax, and capital) for emergency or capital needs.

However, the town is not unique in that we are facing continued headwind from pension and retiree healthcare costs (OPEB) and employee health care costs. This, coupled with a significant portion of the budget being fixed (personnel related costs and debt service) makes balancing the budget while maintaining levels of service increasingly difficult.







# TOWN OF BELLINGHAM

10 Mechanic Street, Bellingham, MA 02019

Mary MacKinnon, Chief Financial Officer

508-657-2807

[mmackinnon@bellinghamma.org](mailto:mmackinnon@bellinghamma.org)

## Report of the Chief Financial Officer

In accordance with Chapter 41, Section 61, of the Massachusetts General Laws, I hereby submit an annual report of the Chief Financial Officer. Various financial records are included in this annual report illustrating the town's financial position. All accounts are maintained under the Uniform Municipal Accounting System (UMAS) as promulgated by the state of Massachusetts and the Deputy Commissioner of Revenue. The method of accounting used is a cash basis/modified accrual fund basis that brings the town's accounting methods more closely into a GAAP basis of accounting that is used nationally.

The town conducts an annual audit of all financial records. The results of the fiscal 2017 audit are included in this report and may also be obtained from the Town Clerk or online at [www.bellinghamma.org/finance-office](http://www.bellinghamma.org/finance-office). For the year ended June 30, 2017, the Treasurer-Collector's cash was examined and found to be in balance, our AA+ bond rating was maintained, and the town has operated within the existing tax levy capacity. To that end, town meeting has adopted balanced budgets resulting in the following:

For the fiscal year ended	Average Single Family Tax Bill	Average Single Family Home Value	Residential Tax Rate
June 30, 2017	\$4,111	\$286,669	\$14.34
June 30, 2018	\$4,240	\$294,218	\$14.41

The local and national economies have continued to improve over prior years as indicated by an increase in local revenue sources such as motor vehicle excise taxes, permit revenue, and Bellingham's share of the state meals excise. However, we are cautious about the long-term sustainability of that economic growth. The financial management team continues to maintain a conservative approach to both revenue forecasting and expense budgeting. We continue to strive to provide the citizens of Bellingham with high quality, low cost services.

I would like to thank all of the staff, department heads, boards, and committees for their tireless support, dedicated public service, and continued commitment to our community.

Respectfully,

Mary MacKinnon



TOWN OF BELLINGHAM, MASSACHUSETTS

REPORT ON EXAMINATION OF  
BASIC FINANCIAL STATEMENTS

JUNE 30, 2017

**TOWN OF BELLINGHAM, MASSACHUSETTS  
REPORT ON EXAMINATION OF  
BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

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**TOWN OF BELLINGHAM, MASSACHUSETTS  
REPORT ON EXAMINATION OF  
BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Board of Selectmen  
Town of Bellingham, Massachusetts

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Bellingham, Massachusetts, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

**Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Bellingham, Massachusetts, as of June 30, 2017, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## Other Matters

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, Norfolk County Contributory Retirement System schedules - Town's proportionate share of the net pension liability, and Town's contribution, Massachusetts Teachers Retirement System's schedule of the Commonwealth's Collective amounts of the Net Pension Liability, other post-employment benefits - schedule of the Town's Proportionate Share of the Net Other Postemployment Benefit Liability, schedule of the Town's contribution, schedule of investment return, schedules of funding progress and employer contributions, actuarial methods and assumptions, and notes to the required supplementary information on pages 3 – 10, 68 – 69, 70, 71 – 76 and 77 - 78 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Reporting Required by Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated August 10, 2018, on our consideration of the Town of Bellingham, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Bellingham, Massachusetts' internal control over financial reporting and compliance.



August 10, 2018

## MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Bellingham (the Town), we offer readers of the Town's basic financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2017. We encourage readers to consider the information presented here in this report.

### Overview of the Financial Statements:

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements consist of three components:

1. Government-wide financial statements
2. Fund financial statements
3. Notes to the basic financial statements.

**Government-wide Financial Statements** - The *government-wide financial statements* are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private sector business.

The *statement of net position* presents information on all of the Town's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of the cash flows*. Thus, revenues and expenses reported in this statement for some items will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions and activities of the Town that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions and activities that are intended to recover all or a significant portion of their costs through user fees or charges (business-type activities). The governmental activities of the Town include the broad functions of general government, public safety, education, public works, sewer, human services, culture and recreation, pension benefits, employee benefits, interest, and state and county charges. The business type activities include costs relating to water and sanitation activities.

**Fund Financial Statements** - A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds - *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental funds financial statements focus on the *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds financial statements is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town of Bellingham adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with the budget.

Proprietary Funds - *Enterprise funds* are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town has two enterprise funds:

- *Water Enterprise Fund* accounts for the water activity of the Town.
- *Trash (Sanitation) Enterprise Fund* accounts for the trash collection and disposal activities of the Town.

Fiduciary Funds - Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* included in the government-wide financial statements because the resources of the funds are *not* available to support the Town's own functions and activities. The accounting used for fiduciary funds is much like that used for proprietary funds.

Private-purpose trust funds, postemployment benefits trust fund, and agency funds are each reported and combined into a single, aggregate presentation in the fiduciary funds financial statements under the captions "private purpose trust funds", "postemployment benefits trust fund", and "agency funds", respectively.



Notes to the basic financial statements - The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and funds financial statements.

***Government-wide Financial Analysis:***

The chart on the following page summarizes key financial components of the Town's Statement of Net Position.

Net position of \$64.6 million reflect the Town's investment in capital assets (e.g. land, buildings, machinery and equipment, vehicles, infrastructure, and construction in progress) less any related debt used to acquire those assets that remains outstanding. The Town uses these capital assets to provide services to citizens; therefore, these assets are not available for future spending. Although the Town's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since capital assets themselves, cannot be used to liquidate these liabilities. Total net position decreased from \$45.3 to \$40.7 million from the prior fiscal year, a decrease of \$4.6 million. Of this change in net position, a decrease of \$5.6 million was attributable to governmental activities and an increase of \$1.0 million was attributable to business-type activities. A decrease in net position means that the change in total liabilities exceeded the change in total assets. An increase in net position means that the change in total assets exceeded the change in total liabilities.

The Town increased its total liabilities by \$494,046 over the previous fiscal year. This increase is directly attributable to the changes in debt service, postemployment benefits and net pension liabilities. Correspondingly, the Town's total assets decreased by \$(3,870,853) over the previous year. This decrease is directly attributable to expenditures on infrastructure and buildings.

An additional portion of the Town's net position totaling \$6.4 million represents resources that are subject to external restrictions on how they may be used. The restricted net position relates to governmental activities.



Town of Bellingham - Condensed Statement of Net Position

	Governmental Activities		Business-type Activities		Total Primary Government	
	FY 2017	FY 2016	FY 2017	FY 2016	FY 2017	FY 2016
<b>Assets:</b>						
Current assets	\$ 22,587,880	\$ 25,825,245	\$ 4,378,188	\$ 4,367,554	\$ 26,966,068	\$ 30,192,799
Noncurrent assets (excluding capital)	8,301,397	10,422,583	-	-	8,301,397	10,422,583
Capital assets	77,543,157	76,247,393	29,789,078	29,607,778	107,332,235	105,855,171
<b>Total assets</b>	<b>108,432,434</b>	<b>112,495,221</b>	<b>34,167,266</b>	<b>33,975,332</b>	<b>142,599,700</b>	<b>146,470,553</b>
<b>Deferred Outflows of Resources:</b>	<b>2,802,396</b>	<b>3,418,016</b>	<b>160,594</b>	<b>195,873</b>	<b>2,962,990</b>	<b>3,613,889</b>
<b>Liabilities:</b>						
Current liabilities (excluding debt)	4,690,522	5,198,395	340,009	444,118	5,030,531	5,642,513
Noncurrent liabilities (excluding debt)	48,598,427	45,367,747	2,135,113	2,066,042	50,733,540	47,433,789
Current debt	8,163,521	6,353,887	769,691	857,997	8,933,212	7,211,884
Noncurrent debt	23,150,540	26,295,900	15,387,312	16,157,003	38,537,852	42,452,903
<b>Total liabilities</b>	<b>84,603,010</b>	<b>83,215,929</b>	<b>18,632,125</b>	<b>19,525,160</b>	<b>103,235,135</b>	<b>102,741,089</b>
<b>Deferred Inflows of Resources:</b>	<b>1,530,300</b>	<b>1,971,423.00</b>	<b>87,695</b>	<b>112,974</b>	<b>1,617,995</b>	<b>2,084,397.00</b>
<b>Net Position:</b>						
Net investment in capital assets	50,908,778	45,122,721	13,695,338	12,715,740	64,604,116	57,838,461
Restricted	6,357,196	10,107,668	-	-	6,357,196	10,107,668
Unrestricted	(32,164,454)	(24,504,504)	1,912,702	1,817,331	(30,251,752)	(22,687,173)
<b>Total net position</b>	<b>\$ 25,101,520</b>	<b>\$ 30,725,885</b>	<b>\$ 15,608,040</b>	<b>\$ 14,533,071</b>	<b>\$ 40,709,560</b>	<b>\$ 45,258,956</b>

The remaining balance of unrestricted net position totals a negative balance of (\$30.3 million).

At the end of the current fiscal year, the Town is able to report positive total net position for the government as a whole, as well as the total net position for its separate governmental and business-type activities.

The governmental activities net position decreased by \$5,624,365 as a result of current operations, i.e. current year's expenditures exceeded current year's revenues. The Town's governmental activities revenues increased by \$4.7 million or 7.2%. The primary contributors to the increase in revenues were real estate and personal property taxes \$1,735,674 and operating grants and contributions \$1,387,097. The Town's governmental activities expenses increased by \$3,130,371 million over the prior fiscal year, or 4.3%. The largest contributor to the expense increase was employee benefits \$1,309,948 and public works \$1,085,774 as compared with the prior year.

The business-type activities net position increased by \$1,074,969 as a result of current operations.

Town of Bellingham - Condensed Statement of Activities

	Governmental Activities		Business-type Activities		Total Primary Government	
	FY 2017	FY 2016	FY 2017	FY 2016	FY 2017	FY 2016
<b>Revenues</b>						
<i>Program Revenues:</i>						
Charges for services	\$ 8,342,807	\$ 7,409,369	\$ 5,005,683	\$ 4,868,528	\$ 13,348,490	\$ 12,277,897
Operating grants and contributions	19,227,041	17,839,944	139,213	70,547	19,366,254	17,910,491
Capital grants and contributions	1,110,172	526,387	-	-	1,110,172	526,387
<i>General Revenues:</i>						
Real Estate and personal property taxes	36,949,442	35,213,768	-	-	36,949,442	35,213,768
Motor vehicle and other excise taxes	2,640,725	2,608,402	-	-	2,640,725	2,608,402
Nonrestricted grants and contributions	2,107,228	2,013,193	-	-	2,107,228	2,013,193
Unrestricted investment income	34,213	39,891	-	-	34,213	39,891
Other revenues	232,872	264,308	-	-	232,872	264,308
<b>Total Revenues</b>	<b>70,644,500</b>	<b>65,915,262</b>	<b>5,144,896</b>	<b>4,939,075</b>	<b>75,789,396</b>	<b>70,854,337</b>
<b>Expenses:</b>						
General Government	3,586,508	3,362,400	-	-	3,586,508	3,362,400
Public Safety	7,087,897	6,769,918	-	-	7,087,897	6,769,918
Education	31,996,361	31,638,472	-	-	31,996,361	31,638,472
Public Works	4,188,829	3,103,055	-	-	4,188,829	3,103,055
Sewer	1,174,792	1,203,553	-	-	1,174,792	1,203,553
Human Services	1,023,567	1,086,963	-	-	1,023,567	1,086,963
Culture and Recreation	900,259	875,537	-	-	900,259	875,537
Employee Benefits	23,344,873	22,034,925	-	-	23,344,873	22,034,925
State and County Assessments	1,507,283	1,377,403	-	-	1,507,283	1,377,403
Interest	960,756	1,188,528	-	-	960,756	1,188,528
Water	-	-	2,910,466	2,632,355	2,910,466	2,632,355
Sanitation	-	-	1,657,201	1,612,421	1,657,201	1,612,421
<b>Total Expenses</b>	<b>75,771,125</b>	<b>72,640,754</b>	<b>4,567,667</b>	<b>4,244,776</b>	<b>80,338,792</b>	<b>76,885,530</b>
<b>Transfers</b>	<b>(497,740)</b>	<b>(486,685)</b>	<b>497,740</b>	<b>486,685</b>	<b>-</b>	<b>-</b>
<b>Change in Net Position</b>	<b>(5,624,365)</b>	<b>(7,212,177)</b>	<b>1,074,969</b>	<b>1,180,984</b>	<b>(4,549,396)</b>	<b>(6,031,193)</b>
<b>Net Position - beginning</b>	<b>\$ 30,725,885</b>	<b>\$ 37,938,062</b>	<b>\$ 14,533,071</b>	<b>\$ 13,352,087</b>	<b>45,258,956</b>	<b>51,290,149</b>
<b>Net Position - ending</b>	<b>\$ 25,101,520</b>	<b>\$ 30,725,885</b>	<b>\$ 15,608,040</b>	<b>\$ 14,533,071</b>	<b>\$ 40,709,560</b>	<b>\$ 45,258,956</b>

The water and sanitation business-type activities revenues increased by \$205,821 in FY 2017 primarily due to an increase in the charges for services revenues. The water and sanitation business-type activities expenses increased \$322,891 in FY 2017 as a result of operations.

### *Financial Analysis of the Governmental Funds*

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds - The focus of the Town's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the Town's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, governmental funds reported combined ending fund balances of \$8.4 million, a decrease of \$3.0 million in comparison with the prior year. Approximately \$(0.7) million of this amount constitutes *unassigned fund balance*.

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$3.8 million, while the total fund balance was \$6.9 million. Unassigned fund balance represents 6.1% of total general fund expenditures.

General fund revenues for FY2017 were \$60.2 million with property taxes \$37.0 million and intergovernmental \$18.5 million the major components of the Town's revenue sources. General Fund expenditures were \$61.5 million for FY2017 with education \$27.6 million, employee benefits \$14.6 million and public safety \$6.8 million the major components of spending. The fund balance of the general fund decreased by \$1,055,393.

The Town has established multiple stabilization funds, which are found within the General Fund fund balance. The stabilization fund has accumulated a fund balance of nearly \$1.3 million which represents 2.1% of general fund expenditures. The capital stabilization fund has an ending fund balance of \$0.5 million or 0.9% of general fund expenditures. The Town also maintains a tax stabilization fund, with an ending fund balance of approximately \$2.0 million or 3.3% of general fund expenditures. These funds can be used for general or capital purposes upon Town Meeting approval.

### ***General Fund Budget Highlights***

There were modest overall changes between the original and final expenditures budget of the Town in many functional areas. The Town budgeted \$53.7 million in revenues and \$56.0 million of expenditures. There were increases of \$1.4 million between the original and final expenditure budgets of the Town, which was primarily attributable to an increase in employee benefits expenses.

### ***Capital Assets and Debt Administration***

***Capital assets*** – In conjunction with the operating budget, the Town annually prepared capital budgets for the upcoming fiscal year. The investment in capital assets includes land, buildings and improvements, machinery and equipment, vehicles, software, furniture and fixtures, other, infrastructure, and construction in process.

The Town's investment in capital assets for governmental and business-type activities as of June 30, 2017, amounts to \$107.3 million, net of accumulated depreciation, which represents an increase of nearly \$1.5 million over the previous fiscal year. The most significant contributors to this increase were attributable to expenditures on infrastructure, building improvements, and software.

	Governmental Activities	Business-type Activities	Total
Land	\$ 12,307,759	\$ 3,573,100	\$ 15,880,859
Buildings and Improvements	42,568,348	-	42,568,348
Machinery and Equipment	1,490,041	336,941	1,826,982
Vehicles	2,341,434	119,465	2,460,899
Software	206,318	18,495	224,813
Furniture & Fixtures	-	-	-
Other	4,500	-	4,500
Infrastructure	18,148,236	9,849,621	27,997,857
Construction in Progress	476,521	15,891,456	16,367,977
Total	<u>\$ 77,543,157</u>	<u>\$ 29,789,078</u>	<u>\$ 107,332,235</u>

*Long term debt* – Governmental activities outstanding long-term debt as of June 30, 2017, totaled \$26.9 million of which \$11.9 million (44.4%) is for school building construction, subject to an annual reimbursement from the Commonwealth of Massachusetts of 76% of principal and interest for twenty (20) years, and \$6.3 million (23.6%) is for construction of the new police station. The governmental activities (business-type activities debt is not included) long-term debt consists of the following:

Education (reimbursable)	\$ 11,930,000	44.43%
Educational (non-reimbursable)	165,000	0.61%
Sewer	1,382,037	5.15%
Public Works	4,294,200	15.99%
Human Services	170,000	0.63%
New Police Station	6,325,000	23.56%
New Fire Pumper Station	480,000	1.79%
High School Athletic Field	1,185,000	4.41%
Ch 90 Supplemental	440,000	1.64%
General Government	480,000	1.79%
Total	<u>\$ 26,851,237</u>	<u>100.00%</u>

The Town's credit rating was reviewed in December 2017. Moody's Investors Service assigned a rating of Aa2, and Standard & Poor's confirmed its previous of AA+.

### *Economic Factors and Next Year's Budgets and Rates*

The Town's leadership (elected and appointed officials) considered many factors when setting the fiscal 2018 budget and tax rates including the following:

- There are indications the local economy is improving steadily over the previous fiscal year as evidenced by an increase in new residential and commercial property development.
- The fiscal 2018 residential tax rate was set at \$14.41 and the commercial/industrial tax rate was set at \$20.81. Residential property values increased a modest 3.2% over FY 2017 and commercial/ industrial/personal property values increased an average of 3.5%. The excess levy capacity for fiscal 2018 was \$13,089.
- The Board of Selectmen voted during their classification hearing to maintain the split tax rate for the various classes of property within the Town. On a state wide ranking, the Town of Bellingham ranked 222nd (FY 2018) in the amount of tax dollars paid by the average single family taxpayer; with a rank of 1 being the highest bill in the state and 335 being the lowest reported bill in the state.
- Fiscal 2018 and beyond may prove to be better than the most recent past fiscal years as the current economic condition of the local, state and federal governments continue to show signs of improvement.
- There is an upward trend in local receipts attributable to motor vehicle excise taxes, as well as the local option meals tax, and building permits. State aid is remaining relatively unchanged in the upcoming fiscal year.

### **Requests for Information**

This financial report is designed to provide a general overview of the Town's finances for all of those with an interest in the Town's finances. Questions concerning any information provided in this report or requests for additional financial information should be addressed to the Chief Financial Officer, Town Hall Annex, 10 Mechanic Street, Bellingham, MA 02019.



TOWN OF BELLINGHAM, MASSACHUSETTS  
STATEMENT OF NET POSITION  
JUNE 30, 2017

PRIMARY GOVERNMENT

	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	TOTAL
<u>ASSETS</u>			
CURRENT:			
CASH AND SHORT-TERM INVESTMENTS	\$ 16,650,742	\$ 3,324,623	\$ 19,975,365
INVESTMENTS	36,197	-	36,197
RECEIVABLES, NET OF ALLOWANCE FOR UNCOLLECTIBLES:			
REAL ESTATE AND PERSONAL PROPERTY TAXES	835,587	-	835,587
TAX LIENS	1,178,585	-	1,178,585
MOTOR VEHICLE EXCISE TAXES	260,661	-	260,661
USER FEES	393,866	1,053,565	1,447,431
DEPARTMENTAL AND OTHER	682,419	-	682,419
INTERGOVERNMENTAL	2,284,551	-	2,284,551
SPECIAL ASSESSMENTS	66,496	-	66,496
PREPAID EXPENSES	198,776	-	198,776
NONCURRENT:			
RECEIVABLES, NET OF ALLOWANCE FOR UNCOLLECTIBLES:			
INTERGOVERNMENTAL	7,479,585	-	7,479,585
SPECIAL ASSESSMENTS	821,812	-	821,812
CAPITAL ASSETS, NET OF ACCUMULATED DEPRECIATION	77,543,157	29,789,078	107,332,235
TOTAL ASSETS	108,432,434	34,167,266	142,599,700
DEFERRED OUTFLOWS OF RESOURCES RELATED TO PENSIONS	2,802,396	160,594	2,962,990
<u>LIABILITIES</u>			
CURRENT:			
ACCOUNTS PAYABLE	984,125	185,818	1,169,943
ACCRUED LIABILITIES	1,772,795	5,387	1,778,182
HEALTH CLAIMS PAYABLE	1,226,264	-	1,226,264
OTHER LIABILITIES	9,000	-	9,000
ACCRUED INTEREST	269,018	148,804	417,822
BONDS AND NOTES PAYABLE	8,163,521	769,691	8,933,212
LANDFILL POSTCLOSURE CARE COSTS	3,000	-	3,000
COMPENSATED ABSENCES	426,320	-	426,320
NONCURRENT:			
BONDS AND NOTES PAYABLE	23,150,540	15,387,312	38,537,852
POSTEMPLOYMENT BENEFITS	25,232,386	846,904	26,079,290
NET PENSION LIABILITY	22,479,481	1,288,209	23,767,690
LANDFILL POSTCLOSURE CARE COSTS	21,000	-	21,000
COMPENSATED ABSENCES	865,560	-	865,560
TOTAL LIABILITIES	84,603,010	18,632,125	103,235,135
DEFERRED INFLOWS OF RESOURCES RELATED TO PENSIONS	1,530,300	87,695	1,617,995
<u>NET POSITION</u>			
NET INVESTMENT IN CAPITAL ASSETS	50,908,778	13,695,338	64,604,116
RESTRICTED FOR:			
PERMANENT FUNDS:			
EXPENDABLE	42,219	-	42,219
OTHER PURPOSES	6,314,977	-	6,314,977
UNRESTRICTED	(32,164,454)	1,912,702	(30,251,752)
TOTAL NET POSITION	\$ 25,101,520	\$ 15,608,040	\$ 40,709,560

See accompanying notes to the basic financial statements

TOWN OF BELLINGHAM, MASSACHUSETTS  
STATEMENT OF ACTIVITIES  
FISCAL YEAR ENDED JUNE 30, 2017

FUNCTIONS/PROGRAMS	PROGRAM REVENUES				NET (EXPENSE) REVENUE
	EXPENSES	CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS AND CONTRIBUTIONS	
GOVERNMENTAL ACTIVITIES:					
GENERAL GOVERNMENT	\$ 3,586,508	\$ 330,922	\$ 597,648	-	\$ (2,657,938)
PUBLIC SAFETY	7,087,897	1,515,478	222,559	-	(5,349,860)
EDUCATION	31,996,361	1,821,171	11,218,218	296,894	(18,660,078)
PUBLIC WORKS	4,188,829	195,210	75,323	807,943	(3,110,353)
SEWER	1,174,792	1,414,378	-	-	239,586
HUMAN SERVICES	1,023,567	502,304	237,975	5,335	(277,953)
CULTURE & RECREATION	900,259	21,939	106,501	-	(771,819)
EMPLOYEE BENEFITS	23,344,873	2,541,405	6,768,817	-	(14,034,651)
STATE & COUNTY ASSESSMENTS	1,507,283	-	-	-	(1,507,283)
INTEREST	960,756	-	-	-	(960,756)
TOTAL GOVERNMENTAL ACTIVITIES	75,771,125	8,342,807	19,227,041	1,110,172	(47,091,105)
BUSINESS-TYPE ACTIVITIES:					
WATER	2,910,466	3,169,968	138,527	-	398,029
SANITATION	1,657,201	1,835,715	686	-	179,200
TOTAL BUSINESS-TYPE ACTIVITIES	4,567,667	5,005,683	139,213	-	577,229
TOTAL PRIMARY GOVERNMENT	\$ 80,338,792	\$ 13,348,490	\$ 19,366,254	\$ 1,110,172	\$ (46,513,876)

See accompanying notes to the basic financial statements

(continued)

TOWN OF BELLINGHAM, MASSACHUSETTS  
STATEMENT OF ACTIVITIES  
FISCAL YEAR ENDED JUNE 30, 2017

	PRIMARY GOVERNMENT		
	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	TOTAL
CHANGES IN NET ASSETS:			
NET (EXPENSE) REVENUE FROM PREVIOUS PAGE	<u>\$ (47,091,105)</u>	<u>\$ 577,229</u>	<u>\$ (46,513,876)</u>
GENERAL REVENUES:			
REAL ESTATE AND PERSONAL PROPERTY TAXES, NET OF TAX REFUNDS PAYABLE	36,660,038	-	36,660,038
TAX LIENS	289,404	-	289,404
MOTOR VEHICLE EXCISE TAXES	2,640,725	-	2,640,725
PENALTIES AND INTEREST ON TAXES	232,153	-	232,153
GRANTS AND CONTRIBUTIONS NOT RESTRICTED TO SPECIFIC PROGRAMS	2,107,228	-	2,107,228
UNRESTRICTED INVESTMENT INCOME	34,213	-	34,213
MISCELLANEOUS	719	-	719
TRANSFERS, NET	<u>(497,740)</u>	<u>497,740</u>	<u>-</u>
TOTAL GENERAL REVENUES AND TRANSFERS	<u>41,466,740</u>	<u>497,740</u>	<u>41,964,480</u>
CHANGE IN NET POSITION	<u>(5,624,365)</u>	<u>1,074,969</u>	<u>(4,549,396)</u>
NET POSITION:			
BEGINNING OF YEAR	<u>30,725,885</u>	<u>14,533,071</u>	<u>45,258,956</u>
END OF YEAR	<u>\$ 25,101,520</u>	<u>\$ 15,608,040</u>	<u>\$ 40,709,560</u>

See accompanying notes to the basic financial statements

(concluded)

TOWN OF BELLINGHAM, MASSACHUSETTS  
GOVERNMENTAL FUNDS  
BALANCE SHEET  
JUNE 30, 2017

<u>ASSETS</u>	<u>GENERAL</u>	<u>NONMAJOR GOVERNMENTAL FUNDS</u>	<u>TOTAL GOVERNMENTAL FUNDS</u>
CASH AND SHORT-TERM INVESTMENTS	\$ 9,140,623	\$ 6,149,240	\$ 15,289,863
INVESTMENTS	-	36,197	36,197
RECEIVABLES, NET OF ALLOWANCE FOR UNCOLLECTIBLES:			
REAL ESTATE AND PERSONAL PROPERTY TAXES	835,587	-	835,587
TAX LIENS	1,178,585	-	1,178,585
MOTOR VEHICLE EXCISE TAXES	260,661	-	260,661
USER FEES	-	393,866	393,866
DEPARTMENTAL AND OTHER	-	682,419	682,419
INTERGOVERNMENTAL	9,742,464	21,672	9,764,136
SPECIAL ASSESSMENTS	49,824	838,484	888,308
<b>TOTAL ASSETS</b>	<b>\$ 21,207,744</b>	<b>\$ 8,121,878</b>	<b>\$ 29,329,622</b>
 <u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES</u> <u>AND FUND BALANCES</u>			
LIABILITIES:			
ACCOUNTS PAYABLE	\$ 795,256	\$ 188,869	\$ 984,125
ACCRUED LIABILITIES	1,769,935	2,860	1,772,795
OTHER LIABILITIES	9,000	-	9,000
NOTES PAYABLE	-	4,462,824	4,462,824
<b>TOTAL LIABILITIES</b>	<b>2,574,191</b>	<b>4,654,553</b>	<b>7,228,744</b>
DEFERRED INFLOWS OF RESOURCES:			
UNAVAILABLE REVENUE	11,750,419	1,914,769	13,665,188
FUND BALANCES:			
RESTRICTED	2,025,354	6,058,616	8,083,970
COMMITTED	509,812	-	509,812
ASSIGNED	571,563	-	571,563
UNASSIGNED	3,776,405	(4,506,060)	(729,655)
<b>TOTAL FUND BALANCES</b>	<b>6,883,134</b>	<b>1,552,556</b>	<b>8,435,690</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES AND FUND BALANCES</b>	<b>\$ 21,207,744</b>	<b>\$ 8,121,878</b>	<b>\$ 29,329,622</b>

See accompanying notes to the basic financial statements

TOWN OF BELLINGHAM, MASSACHUSETTS  
GOVERNMENTAL FUNDS  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
FISCAL YEAR ENDED JUNE 30, 2017

	GENERAL	NONMAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
<u>REVENUES:</u>			
REAL ESTATE AND PERSONAL PROPERTY TAXES, NET OF TAX REFUNDS	\$ 37,012,668	\$ -	\$ 37,012,668
MOTOR VEHICLE EXCISE TAXES	2,646,923	-	2,646,923
PENALTIES AND INTEREST ON TAXES	232,153	-	232,153
INTERGOVERNMENTAL	18,466,533	4,217,581	22,684,114
CHARGES FOR SERVICES	-	2,727,221	2,727,221
CHARGES FOR SERVICES - SEWER	-	1,330,624	1,330,624
INVESTMENT INCOME	31,394	6,458	37,852
CONTRIBUTIONS & DONATIONS	-	277,625	277,625
DEPARTMENTAL	1,836,899	75,726	1,912,625
TOTAL REVENUES	60,226,570	8,635,235	68,861,805
<u>EXPENDITURES:</u>			
CURRENT:			
GENERAL GOVERNMENT	2,856,970	703,607	3,560,577
PUBLIC SAFETY	6,755,537	122,301	6,877,838
EDUCATION	27,630,257	4,310,819	31,941,076
PUBLIC WORKS	2,243,363	3,327,103	5,570,466
SEWER	-	1,469,956	1,469,956
HUMAN SERVICES	397,492	575,622	973,114
CULTURE & RECREATION	784,921	79,029	863,950
EMPLOYEE BENEFITS	14,601,205	-	14,601,205
STATE & COUNTY ASSESSMENTS	1,507,283	-	1,507,283
DEBT SERVICE:			
PRINCIPAL	3,643,096	-	3,643,096
INTEREST	1,041,259	-	1,041,259
TOTAL EXPENDITURES	61,461,383	10,588,437	72,049,820
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(1,234,813)	(1,953,202)	(3,188,015)
<u>OTHER FINANCING SOURCES (USES)</u>			
PROCEEDS FROM BONDS AND NOTES	-	612,000	612,000
OPERATING TRANSFERS IN	762,160	-	762,160
OPERATING TRANSFERS OUT	(582,740)	(677,160)	(1,259,900)
TOTAL OTHER FINANCING SOURCES (USES)	179,420	(65,160)	114,260
NET CHANGE IN FUND BALANCES	(1,055,393)	(2,018,362)	(3,073,755)
FUND BALANCES AT BEGINNING OF YEAR	7,938,527	3,570,918	11,509,445
FUND BALANCES AT END OF YEAR	\$ 6,883,134	\$ 1,552,556	\$ 8,435,690

See accompanying notes to the basic financial statements



TOWN OF BELLINGHAM, MASSACHUSETTS  
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION  
JUNE 30, 2017

TOTAL GOVERNMENTAL FUND BALANCES		\$ 8,435,690
CAPITAL ASSETS (NET) USED IN GOVERNMENTAL ACTIVITIES ARE NOT FINANCIAL RESOURCES AND, THEREFORE, ARE NOT REPORTED IN THE FUNDS		77,543,157
ACCOUNTS RECEIVABLE ARE NOT AVAILABLE TO PAY FOR CURRENT-PERIOD EXPENDITURES AND, THEREFORE, ARE DEFERRED IN THE FUNDS		13,665,188
INTERNAL SERVICE FUNDS ARE USED BY MANAGEMENT TO ACCOUNT FOR EMPLOYEES' AND RETIREES' HEALTH INSURANCE, UNEMPLOYMENT, WORKMEN'S COMPENSATION AND BUILDING INSURANCE ACTIVITIES.		
THE ASSETS AND LIABILITIES OF THE INTERNAL SERVICE FUNDS ARE INCLUDED IN THE GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET POSITION		333,391
IN THE STATEMENT OF ACTIVITIES, INTEREST IS ACCRUED ON OUTSTANDING LONG-TERM DEBT, WHEREAS IN GOVERNMENTAL FUNDS INTEREST IS NOT REPORTED UNTIL DUE		(269,018)
LONG-TERM LIABILITIES ARE NOT DUE AND PAYABLE IN THE CURRENT PERIOD AND, THEREFORE, ARE NOT REPORTED IN THE GOVERNMENTAL FUNDS		
BONDS AND NOTES PAYABLE	(26,851,237)	
OTHER POSTEMPLOYMENT BENEFITS (OPEB)	(25,232,386)	
NET PENSION LIABILITY	(22,479,481)	
DEFERRED OUTFLOWS OF RESOURCES	2,802,396	
DEFERRED INFLOWS OF RESOURCES	(1,530,300)	
COMPENSATED ABSENCES	(1,291,880)	
LANDFILL POSTCLOSURE CARE COSTS	(24,000)	
NET EFFECT OF REPORTING LONG-TERM LIABILITIES		(74,606,888)
NET POSITION OF GOVERNMENTAL ACTIVITIES		\$ 25,101,520

See accompanying notes to the basic financial statements

TOWN OF BELLINGHAM, MASSACHUSETTS  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FISCAL YEAR ENDED JUNE 30, 2017

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS		\$ (3,073,755)
GOVERNMENTAL FUNDS REPORT CAPITAL OUTLAYS AS EXPENDITURES. HOWEVER, IN THE STATEMENT OF ACTIVITIES THE COST OF THOSE ASSETS IS ALLOCATED OVER THEIR ESTIMATED USEFUL LIVES AND REPORTED AS DEPRECIATION EXPENSE.		
CAPITAL OUTLAY	4,311,209	
DEPRECIATION EXPENSE	<u>(3,015,445)</u>	
NET EFFECT OF REPORTING CAPITAL ASSETS		1,295,764
REVENUES IN THE STATEMENT OF ACTIVITIES THAT DO NOT PROVIDE CURRENT FINANCIAL RESOURCES ARE FULLY DEFERRED IN THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES. THEREFORE, THE RECOGNITION OF REVENUE FOR VARIOUS TYPES OF ACCOUNTS RECEIVABLE (I.E. REAL ESTATE AND PERSONAL PROPERTY, MOTOR VEHICLE EXCISE, ETC.) DIFFER BETWEEN THE TWO STATEMENTS. THIS AMOUNT REPRESENTS THE NET CHANGE IN DEFERRED REVENUE		
		(2,229,594)
THE ISSUANCE OF LONG-TERM DEBT (E.G., BONDS) PROVIDES CURRENT FINANCIAL RESOURCES TO GOVERNMENTAL FUNDS, WHILE THE REPAYMENT OF THE PRINCIPAL OF LONG-TERM DEBT CONSUMES THE FINANCIAL RESOURCES OF GOVERNMENTAL FUNDS. NEITHER TRANSACTION, HOWEVER, HAS ANY EFFECT ON NET ASSETS. ALSO, GOVERNMENTAL FUNDS REPORT THE EFFECT OF ISSUANCE COSTS, PREMIUMS, DISCOUNTS, AND SIMILAR ITEMS WHEN DEBT IS FIRST ISSUED, WHEREAS THESE AMOUNTS ARE DEFERRED AND AMORTIZED IN THE STATEMENT OF ACTIVITIES.		
PROCEEDS FROM BONDS AND NOTES	(612,000)	
DEBT SERVICE PRINCIPAL PAYMENTS	3,643,096	
DEFERRED AMOUNT ON REFUNDING	<u>52,454</u>	
NET EFFECT OF REPORTING LONG-TERM DEBT		3,083,550
SOME EXPENSES REPORTED IN THE STATEMENT OF ACTIVITIES DO NOT REQUIRE THE USE OF CURRENT FINANCIAL RESOURCES AND, THEREFORE, ARE NOT REPORTED AS EXPENDITURES IN THE GOVERNMENTAL FUNDS.		
NET CHANGE IN COMPENSATED ABSENCES ACCRUAL	(108,134)	
NET CHANGE IN LANDFILL POSTCLOSURE CARE ACCRUAL	3,000	
NET CHANGE IN ACCRUED INTEREST ON LONG-TERM DEBT	28,049	
NET CHANGE IN OTHER POSTEMPLOYMENT BENEFITS	(4,073,952)	
NET CHANGE IN DEFERRED OUTFLOWS OF RESOURCES	(615,620)	
NET CHANGE IN DEFERRED INFLOWS OF RESOURCES	441,123	
NET CHANGE IN NET PENSION LIABILITY	<u>912,722</u>	
NET EFFECT OF RECORDING LONG-TERM LIABILITIES		(3,412,812)
INTERNAL SERVICE FUNDS ARE USED BY MANAGEMENT TO ACCOUNT FOR HEALTH INSURANCE, UNEMPLOYMENT, WORKERS' COMPENSATION, AND BUILDING INSURANCE ACTIVITIES		
THE NET ACTIVITY OF INTERNAL SERVICE FUNDS IS REPORTED WITH GOVERNMENTAL ACTIVITIES		<u>(1,287,518)</u>
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES		<u>\$ (5,624,365)</u>

See accompanying notes to the basic financial statements

TOWN OF BELLINGHAM, MASSACHUSETTS  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FISCAL YEAR ENDED JUNE 30, 2017

	PRIOR YEAR CARRYFORWARD ARTICLES & ENCUMBRANCES	BUDGETED AMOUNTS			ACTUAL BUDGETARY AMOUNTS	CURRENT YEAR CARRYFORWARD ARTICLES & ENCUMBRANCES	VARIANCE OVER (UNDER)
		CURRENT YEAR INITIAL BUDGET	ORIGINAL BUDGET	FINAL BUDGET			
<b>REVENUES:</b>							
REAL ESTATE AND PERSONAL PROPERTY TAXES,							
NET OF TAX REFUNDS							
MOTOR VEHICLE EXCISE TAXES	\$ -	\$ 36,768,558	\$ 36,768,558	\$ 36,768,558	\$ 37,012,688	\$ -	\$ 244,110
PENALTIES & INTEREST ON TAXES	-	2,320,954	2,320,954	2,320,954	2,646,923	-	325,969
INTERGOVERNMENTAL	-	220,743	220,743	220,743	232,153	-	11,410
INVESTMENT INCOME	-	12,914,311	12,914,311	12,914,311	13,163,265	-	248,954
DEPARTMENTAL	-	23,240	23,240	23,240	17,706	-	(5,534)
	-	1,420,973	1,420,973	1,420,973	1,836,899	-	415,926
<b>TOTAL REVENUES</b>	-	53,668,779	53,668,779	53,668,779	54,909,614	-	1,240,835
<b>EXPENDITURES:</b>							
CURRENT:							
GENERAL GOVERNMENT	113,334	3,050,938	3,164,272	3,165,272	2,856,970	29,518	278,784
PUBLIC SAFETY	320,623	6,796,802	7,117,425	7,117,425	6,755,537	265,351	96,537
EDUCATION	409,140	27,450,315	27,859,455	27,859,455	27,630,257	229,198	-
PUBLIC WORKS	23,410	2,151,311	2,174,721	2,516,850	2,243,363	8,083	265,404
HUMAN SERVICES	-	403,091	403,091	410,591	397,492	-	13,099
CULTURE & RECREATION	1,588	794,660	796,248	796,248	784,921	1,400	9,927
EMPLOYEE BENEFITS	-	8,324,034	8,324,034	9,407,034	9,303,272	-	103,762
STATE & COUNTY ASSESSMENTS	-	1,474,397	1,474,397	1,474,397	1,507,283	-	(32,886)
DEBT SERVICE:							
PRINCIPAL	-	3,551,783	3,551,783	3,551,783	3,643,096	-	(91,313)
INTEREST	-	1,164,512	1,164,512	1,164,512	1,035,924	-	128,588
<b>TOTAL EXPENDITURES</b>	868,095	55,161,843	56,029,938	57,463,567	56,158,115	533,550	771,902
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	(868,095)	(1,493,064)	(2,361,159)	(3,794,788)	(1,248,501)	(533,550)	2,012,737
<b>OTHER FINANCING SOURCES (USES):</b>							
OPERATING TRANSFERS IN	-	677,170	677,170	677,170	762,160	-	84,990
OPERATING TRANSFERS OUT	-	-	-	-	(582,740)	-	(582,740)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	-	677,170	677,170	677,170	179,420	-	(497,750)
<b>NET CHANGE IN FUND BALANCE</b>	(868,095)	(815,894)	(1,683,989)	(3,117,618)	(1,069,081)	(533,550)	1,514,987
<b>BUDGETARY FUND BALANCE, BEGINNING OF YEAR</b>	3,778,052	3,778,052	3,778,052	3,778,052	3,778,052	-	-
<b>BUDGETARY FUND BALANCE, END OF YEAR</b>	2,909,957	2,962,158	2,094,063	660,434	2,708,971	(533,550)	1,514,987

See accompanying notes to the basic financial statements

TOWN OF BELLINGHAM, MASSACHUSETTS  
 PROPRIETARY FUNDS  
 STATEMENT OF NET POSITION  
 JUNE 30, 2017

ASSETS	BUSINESS-TYPE ACTIVITIES - ENTERPRISE FUNDS			GOVERNMENTAL ACTIVITIES - INTERNAL SERVICE FUNDS
	WATER	SANITATION	TOTAL	
CURRENT:				
CASH AND SHORT-TERM INVESTMENTS	\$ 2,872,888	\$ 451,735	\$ 3,324,623	\$ 1,360,879
USER FEES	612,244	441,321	1,053,565	-
PREPAID EXPENSES	-	-	-	198,776
TOTAL CURRENT ASSETS	3,485,132	893,056	4,378,188	1,559,655
NONCURRENT:				
CAPITAL ASSETS, NET OF ACCUMULATED DEPRECIATION	29,789,078	-	29,789,078	-
TOTAL ASSETS	33,274,210	893,056	34,167,266	1,559,655
DEFERRED OUTFLOWS OF RESOURCES RELATED TO PENSIONS	152,298	8,296	160,594	-
LIABILITIES				
CURRENT:				
ACCOUNTS PAYABLE	71,657	114,161	185,818	-
ACCRUED LIABILITIES	5,387	-	5,387	-
HEALTH CLAIMS PAYABLE	-	-	-	1,226,264
ACCRUED INTEREST	148,804	-	148,804	-
BONDS AND NOTES PAYABLE	769,691	-	769,691	-
TOTAL CURRENT LIABILITIES	995,539	114,161	1,109,700	1,226,264
NONCURRENT:				
BONDS AND NOTES PAYABLE	15,387,312	-	15,387,312	-
NET PENSION LIABILITY	1,221,659	66,550	1,288,209	-
OTHER POSTEMPLOYMENT BENEFITS	791,257	55,647	846,904	-
TOTAL NONCURRENT LIABILITIES	17,400,228	122,197	17,522,425	-
TOTAL LIABILITIES	18,395,767	236,358	18,632,125	1,226,264
DEFERRED INFLOWS OF RESOURCES RELATED TO PENSIONS	83,165	4,530	87,695	-
NET POSITION				
NET INVESTMENT IN CAPITAL ASSETS UNRESTRICTED	13,895,338	-	13,895,338	-
	1,252,238	660,464	1,912,702	333,391
TOTAL NET POSITION	\$ 14,947,576	\$ 660,464	\$ 15,608,040	\$ 333,391

See accompanying notes to the basic financial statements

TOWN OF BELLINGHAM, MASSACHUSETTS  
 PROPRIETARY FUNDS  
 STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION  
 FISCAL YEAR ENDED JUNE 30, 2017

	BUSINESS TYPE ACTIVITIES - ENTERPRISE FUNDS			GOVERNMENTAL ACTIVITIES - INTERNAL SERVICE FUNDS
	WATER	SANITATION	TOTAL	
<u>OPERATING REVENUES:</u>				
CHARGES FOR SERVICES	\$ 3,169,968	\$ 1,835,715	\$ 5,005,683	\$ -
EMPLOYER CONTRIBUTIONS	-	-	-	6,380,109
EMPLOYEE CONTRIBUTIONS	-	-	-	2,541,405
DEPARTMENTAL & OTHER INCOME	135,015	-	135,015	1,461,396
TOTAL OPERATING REVENUES	3,304,983	1,835,715	5,140,698	10,382,910
<u>OPERATING EXPENSES:</u>				
GENERAL SERVICES	1,958,955	1,657,201	3,616,156	-
DEPRECIATION	486,047	-	486,047	-
EMPLOYEE BENEFITS	-	-	-	11,679,916
TOTAL OPERATING EXPENSES	2,445,002	1,657,201	4,102,203	11,679,916
OPERATING INCOME (LOSS)	859,981	178,514	1,038,495	(1,297,006)
<u>NON-OPERATING REVENUES (EXPENSES):</u>				
INVESTMENT INCOME	3,512	686	4,198	9,488
INTEREST EXPENSE	(465,464)	-	(465,464)	-
TOTAL NON-OPERATING REVENUES (EXPENSES), NET	(461,952)	686	(461,266)	9,488
INCOME (LOSS) BEFORE OPERATING TRANSFERS	398,029	179,200	577,229	(1,287,518)
<u>OPERATING TRANSFERS:</u>				
OPERATING TRANSFERS IN	582,740	-	582,740	-
OPERATING TRANSFERS OUT	(85,000)	-	(85,000)	-
TOTAL OPERATING TRANSFERS	497,740	-	497,740	-
CHANGE IN NET POSITION	895,769	179,200	1,074,969	(1,287,518)
NET POSITION AT BEGINNING OF YEAR	14,051,807	481,264	14,533,071	1,620,909
NET POSITION AT END OF YEAR	\$ 14,947,576	\$ 660,464	\$ 15,608,040	\$ 333,391

See accompanying notes to the basic financial statements



TOWN OF BELLINGHAM, MASSACHUSETTS  
 PROPRIETARY FUNDS  
 STATEMENT OF CASH FLOWS  
 FISCAL YEAR ENDED JUNE 30, 2017

	BUSINESS TYPE ACTIVITIES - ENTERPRISE FUNDS			GOVERNMENTAL ACTIVITIES - INTERNAL SERVICE FUNDS
	WATER	SANITATION	TOTAL	
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>				
EMPLOYER CONTRIBUTIONS	\$ -	\$ -	\$ -	\$ 6,380,109
EMPLOYEE CONTRIBUTIONS	-	-	-	2,541,405
RECEIPTS FROM CUSTOMERS AND USERS	3,351,300	1,820,281	5,171,581	1,461,397
PAYMENTS TO SUPPLIERS	(1,009,488)	(1,613,981)	(2,623,469)	-
PAYMENTS TO EMPLOYEES	(914,850)	(39,288)	(954,138)	(11,372,302)
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	1,426,962	167,012	1,593,974	(989,391)
<u>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</u>				
OPERATING TRANSFERS IN	582,739	-	582,739	-
OPERATING TRANSFERS OUT	(85,000)	-	(85,000)	-
NET CASH PROVIDED (USES) BY NONCAPITAL FINANCING ACTIVITIES	497,739	-	497,739	-
<u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u>				
PROCEEDS FROM THE ISSUANCE OF BONDS AND NOTES	(100,000)	-	(100,000)	-
PRINCIPAL PAYMENTS ON BONDS AND NOTES	(757,997)	-	(757,997)	-
ACQUISITION AND CONSTRUCTION OF CAPITAL ASSETS	(742,347)	-	(742,347)	-
INTEREST EXPENSE	(454,051)	-	(454,051)	-
NET CASH PROVIDED (USED) BY CAPITAL AND RELATED FINANCING ACTIVITIES:	(2,054,395)	-	(2,054,395)	-
<u>CASH FLOWS FROM INVESTING ACTIVITIES:</u>				
INTEREST RECEIVED	3,512	686	4,198	9,488
NET INCREASE (DECREASE) IN CASH AND SHORT-TERM INVESTMENTS	(126,182)	167,698	41,516	(979,903)
CASH AND SHORT-TERM INVESTMENTS - BEGINNING OF YEAR	2,999,070	284,037	3,283,107	2,340,782
CASH AND SHORT-TERM INVESTMENTS - END OF YEAR	\$ 2,872,888	\$ 451,735	\$ 3,324,623	\$ 1,360,879
<u>RECONCILIATION OF OPERATING INCOME (LOSS)</u>				
<u>TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:</u>				
OPERATING INCOME (LOSS)	\$ 859,981	\$ 178,514	\$ 1,038,495	\$ (1,297,006)
ADJUSTMENTS TO RECONCILE OPERATING INCOME (LOSS)				
TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:				
DEPRECIATION	486,047	-	486,047	-
(INCREASE) DECREASE IN ACCOUNTS RECEIVABLE	46,316	(15,434)	30,882	-
(INCREASE) DECREASE IN DEPOSIT PREMIUM	-	-	-	168,835
(INCREASE) DECREASE IN DEFERRED OUTFLOWS OF RESOURCES	33,456	1,823	35,279	-
INCREASE (DECREASE) IN ACCOUNTS PAYABLE	(35,888)	(4,633)	(40,521)	-
INCREASE (DECREASE) IN HEALTH CLAIMS PAYABLE	-	-	-	138,780
INCREASE (DECREASE) IN POSTEMPLOYMENT BENEFITS	110,626	10,750	121,376	-
INCREASE (DECREASE) IN DEFERRED INFLOWS OF RESOURCES	(23,973)	(1,306)	(25,279)	-
INCREASE (DECREASE) IN NET PENSION LIABILITY	(49,603)	(2,702)	(52,305)	-
TOTAL ADJUSTMENTS	566,981	(11,502)	555,479	307,615
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	\$ 1,426,962	\$ 167,012	\$ 1,593,974	\$ (989,391)

See accompanying notes to the basic financial statements

TOWN OF BELLINGHAM, MASSACHUSETTS  
FIDUCIARY FUNDS  
STATEMENT OF FIDUCIARY NET POSITION  
JUNE 30, 2017

	POSTEMPLOYMENT BENEFITS TRUST	PRIVATE PURPOSE TRUST FUNDS	AGENCY FUNDS
<u>ASSETS</u>			
CASH AND SHORT-TERM INVESTMENTS	\$ 503,984	\$ 447,689	\$ 969,967
INVESTMENTS	-	25,672	-
TOTAL ASSETS	503,984	473,361	969,967
<u>LIABILITIES</u>			
ACCOUNTS PAYABLE	-	-	4,944
ACCRUED LIABILITIES	-	-	4,216
OTHER LIABILITIES	-	-	960,807
TOTAL LIABILITIES	-	-	969,967
<u>NET POSITION</u>			
NET POSITION - HELD IN TRUST FOR OPEB AND OTHER PURPOSES	\$ 503,984	\$ 473,361	\$ -

See accompanying notes to the basic financial statements

TOWN OF BELLINGHAM, MASSACHUSETTS  
FIDUCIARY FUNDS  
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
FISCAL YEAR ENDED JUNE 30, 2017

	POSTEMPLOYMENT BENEFITS TRUSTS	PRIVATE PURPOSE TRUST FUNDS
<u>ADDITIONS:</u>		
NET INVESTMENT INCOME (LOSS):		
INVESTMENT INCOME	\$ 1,508	\$ 938
<u>DEDUCTIONS:</u>		
EDUCATIONAL SCHOLARSHIPS	-	3,500
CHANGE IN NET POSITION	1,508	(2,562)
NET POSITION AT BEGINNING OF YEAR	502,476	475,923
NET POSITION AT END OF YEAR	\$ 503,984	\$ 473,361

See accompanying notes to the basic financial statements

TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accompanying basic financial statements of the Town of Bellingham, Massachusetts (the Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The following is a summary of the more significant Town accounting policies:

**A. Reporting Entity**

Primary Government

The Town is a municipal corporation that is governed by a five member Board of Selectmen (the Board). The Board is responsible for appointing a Town Administrator whose responsibility is to manage the day to day operations. For financial reporting purposes, the Town has included all funds, organizations, account groups, agencies, boards, commissions and institutions. The Town has also considered all potential component units, blended or discretely presented, for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. Blended component units, although legally separate entities, are, in substance, part of the government's operations and discretely presented component units are reported in a separate column in the government-wide financial statements to emphasize that they are legally separate from the government. It has been determined that there are no component units (blended or discretely presented) for inclusion in the primary government's financial reporting entity.

Joint Venture

Municipal joint ventures pool resources to share the costs, risks and rewards of providing services to their participants, the general public or others. The Town is a participant in the following joint venture:

<u>Name</u>	<u>Purpose</u>	<u>Address</u>	<u>Annual Assessment</u>
Blackstone Valley Vocational Regional School District	To provide vocational education	65 Pleasant Street Upton, MA 01568	\$1,057,186

The Blackstone Valley Vocational Regional School District (the District) is governed by a thirteen (13) member school committee consisting of one (1) elected representative from the Town of Bellingham. The Town is indirectly liable for debt and other expenditures of the District and is assessed annually for its share of the operating and capital costs. Separate financial statements may be obtained by writing to the Treasurer of the District at the above address. The Town has an equity interest of approximately 4.90% in the joint venture.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

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**B. Government-Wide and Fund Financial Statements**

*Government-Wide Financial Statements*

The government-wide financial statements (i.e., statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

*Fund Financial Statements*

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

*Major Fund Criteria*

A fund is considered major if it is the primary operating fund of the Town or it meets the following criteria:

- a. If the total assets, liabilities, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets, liabilities, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*
- b. If the total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Internal service funds and fiduciary funds are reported by fund type.

**C. Measurement Focus, Basis of Accounting and Financial Statement Presentation**

*Government-Wide Financial Statements*

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the fiscal year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.



TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017

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The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- a. *Charges to customers* or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- b. *Grants and contributions* that are restricted to meeting the operational requirements of a particular function or segment.
- c. *Grants and contributions* that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. Exceptions are charges between the general fund and the various enterprise funds. Elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

#### Fund Financial Statements

##### ***Governmental Fund Financial Statements***

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

Expenditures are recorded when the related fund liability is incurred, except for interest on general long-term debt which is recognized when due, and the non-current portion of compensated absences, net pension liability, postemployment benefits, and landfill post closure care costs which are recognized when the obligations are expected to be liquidated with current expendable available resources.

In applying the susceptible to accrual concept to intergovernmental revenues, there are essentially two types of revenues. In one, moneys must be expended on the specific purpose or project before any amounts will be paid to the Town; therefore, revenues are recognized based upon the expenditures incurred. In the other, moneys are virtually unrestricted and are usually revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt or earlier if the susceptible to accrual criteria are met.

The Town considers property taxes as available if they are due and collected within 60 days after fiscal year-end. Licenses and permits, user charges, fines and forfeitures, and miscellaneous revenues are recorded as revenues when received. Investment earnings are recorded as earned.

TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017

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The Town reports the following major governmental funds:

- The *General fund* is the primary operating fund of the Town. It is used to account for all financial resources, except those that are required to be accounted for in another fund.
- The *Nonmajor Governmental funds* consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:
  - The *Special Revenue fund* is used to account for the proceeds of specific revenue sources (other than permanent funds or capital projects funds) that are restricted by law or administrative action to expenditures for specified purposes.
  - The *Capital Projects fund* is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by enterprise and trust funds).

***Proprietary Fund Financial Statements***

*Proprietary fund* financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The following major proprietary funds are reported:

- The *Water Enterprise fund* is used to account for water activities.
- The *Sanitation Enterprise fund* is used to account for the operations of the trash collection activities.

Additionally, the following proprietary fund type is reported:

- The *Internal Service fund* is used to account for the financing of services provided by one department to other departments or governmental units. This fund is used to account for risk financing activities related to municipal building insurance, worker's compensation, unemployment compensation, and health insurance.

***Fiduciary Fund Financial Statements***

*Fiduciary fund* financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held by the Town in a trustee capacity for others that cannot be used to support the governmental programs.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

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The following fiduciary fund types are reported:

- The *Private-Purpose trust fund* is used to account for trust arrangements, other than those properly reported in the permanent fund (nonmajor governmental funds), under which principal and investment income exclusively benefit individuals, private organizations, or other governments.
- The *Postemployment Benefits Trust* fund is used to account for assets held to fund future postemployment benefits of current and retired employees.
- The *Agency fund* is used to account for assets held in a purely custodial capacity.

#### **D. Cash and Investments**

##### *Government-Wide and Fund Financial Statements*

Cash and short term investments are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. Investments are reported at fair value.

#### **E. Fair Value Measurements**

The Town reports required types of financial instruments in accordance with the fair value standards. These standards require an entity to maximize the use of observable inputs (such as quoted prices in active markets) and minimize the use of unobservable inputs (such as appraisals or valuation techniques) to determine fair value. Fair value standards also require the government to classify these financial instruments into a three-level hierarchy, based on the priority of inputs to the valuation technique or in accordance with net asset value practical expedient rules, which allow for either Level 2 or Level 3 depending on lock up and notice periods associated with the underlying funds. Instruments measured and reported at fair value are classified and disclosed in one of the following categories:

Level 1 – Quoted prices are available in active markets for identical instruments as of the reporting date. Instruments, which are generally included in this category, include actively traded equity and debt securities, U.S. government obligations, and mutual funds with quoted market prices in active markets.

Level 2 – Pricing inputs are other than quoted in active markets, which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies. Certain fixed income securities, primarily corporate bonds, are classified as Level 2 because fair values are estimated using pricing models, matrix pricing, or discounted cash flows.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

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Level 3 – Pricing inputs are unobservable for the instrument and include situations where there is little, if any, market activity for the instrument. The inputs into the determination of fair value require significant management judgment or estimation. In some instances the inputs used to measure fair value may fall into different levels of the fair value hierarchy and is based on the lowest level of input that is significant to the fair value measurement. Market price is affected by a number of factors, including the type of instrument and the characteristics specific to the instrument. Instruments with readily available active quoted prices generally will have a higher degree of market price observability and a lesser degree of judgment used in measuring fair value. It is reasonably possible that change in values of these instruments will occur in the near term and that such changes could materially affect amounts reported in these financial statements. For more information on the fair value of the Town's financial instruments, see Note 3 – Fair Market Value of Investments.

**F. Accounts Receivable**

*Government-Wide and Fund Financial Statements*

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and proprietary and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

*Real Estate, Personal Property Taxes and Tax Liens*

Real estate and personal property taxes are based on values assessed as of each January 1 and are normally due on the subsequent August 1, November 1, February 1, and May 1. Property taxes that remain unpaid after the respective due dates are subject to penalties and interest charges. By law, all taxable property in the Commonwealth must be assessed at 100% of fair market value. Once levied which is required to be at least 30 days prior to the due date, these taxes are recorded as receivables in the fiscal year of levy. Based on the Town's experience, most property taxes are collected during the year in which they are assessed. Liening of properties on which taxes remain unpaid occurs annually. The Town ultimately has the right to foreclose on all properties where the taxes remain unpaid.

A statewide property tax limitation statute known as "Proposition 2 ½" limits the amount of increase in property tax levy in any fiscal year. Generally, Proposition 2 ½ limits the total levy to an amount not greater than 2 ½ % of the total assessed value of all taxable property within the Town. Secondly, the tax levy cannot increase by more than 2 ½ % of the prior year's levy plus the taxes on property newly added to the tax rolls. Certain provisions of Proposition 2 ½ can be overridden by a Town-wide referendum.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.



TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017

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*Motor Vehicle Excise*

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the fiscal year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

*Water and Sewer*

User fees are levied semi-annually based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and sewer liens are processed in December of every year and included as a lien on the property owner's tax bill. Water and sewer charges and related liens are recorded as receivables in the fiscal year of the levy.

Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.

*Departmental and Other*

Departmental and other receivables consist primarily of ambulance receivables and are recorded as receivables in the fiscal year accrued. The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

*Special Assessments*

Governmental activities special assessments consist primarily of Sewer Betterments and Title V receivables which are recorded as receivables in the fiscal year accrued. Since the receivables are secured via the lien process, these assets are considered 100% collectable and therefore do not report an allowance for uncollectibles.

*Intergovernmental*

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recognized as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recognized when the qualifying expenditures are incurred and all other grant requirements are met. These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

**G. Inventories**

*Government-Wide and Fund Financial Statements*

Inventories of the governmental funds and the water and sanitation enterprise funds are recorded as expenditures, at the time of purchase. Such inventories are not material in total to the basic financial statements, and therefore are not reported.



**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

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## **H. Capital Assets**

### *Government-Wide and Proprietary Fund Financial Statements*

Capital assets, which include land, buildings, improvements (other than buildings), machinery and equipment, vehicles, software, furniture and fixtures, other, infrastructure (e.g., water mains, roadways, and similar items), and construction in progress are reported in the applicable governmental or business-type activities column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation. Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets if material.

All purchases and construction costs in excess of \$15,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of five years or greater.

Capital assets (excluding land and construction in progress) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Asset Class</u>	<u>Estimated Useful Life (in years)</u>
Buildings	40
Improvements (other than buildings)	5-30
Machinery and equipment	5-10
Vehicles	5-15
Furniture & Fixture	10
Infrastructure	50
Software	5-10
Other	5-10

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred.

### *Governmental Fund Financial Statements*

Capital asset costs are recorded as expenditures in the fiscal year of purchase for the various funds.

## **I. Interfund Receivables and Payables**

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017

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*Government-Wide Financial Statements*

Transactions of a buyer/seller nature between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net position as "internal balances".

*Fund Financial Statements*

Transactions of a buyer/seller nature between and within funds are *not* eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

**J. Interfund Transfers**

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as operating transfers in and operating transfers out.

*Government-Wide Financial Statements*

Operating transfers between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net".

*Fund Financial Statements*

Operating transfers between and within funds are *not* eliminated from the individual fund statements and are reported as operating transfers in and operating transfers out.

**K. Deferred Outflows/Inflows of Resources**

*Government-Wide Financial Statements (Net Position)*

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/ expenditure) until then. The Town reported deferred outflows of resources related to pensions in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Town reported deferred inflows of resources related to pensions in this category.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

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*Governmental Funds Financial Statements*

In addition to liabilities, the governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents assets that have been recorded in the governmental fund financial statements but the revenue is not available and so will not be recognized as an inflow of resources (revenue) until it becomes available. The Town has recorded unavailable revenue as deferred inflows of resources in the governmental funds balance sheet. Unavailable revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

**L. Net Position and Fund Equity**

*Government-Wide Financial Statements (Net Position)*

Net position are classified into three components:

- a. *Net investment in capital assets* – consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. *Restricted net position* – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Net position have been “restricted” for the following:

- *Permanent funds - expendable* represents amounts held in trust for which the expenditures are restricted by various trust agreements.
  - *Other specific purposes* represent restrictions placed on assets from outside parties.
- c. *Unrestricted net position* – All other net position that do not meet the definition of “restricted” or “net investment in capital assets”

*Fund Financial Statements (Fund Balances)*

The Town uses the following criteria for fund balance classification:

- For *restricted* fund balance: when constraints placed on the use of the resources are either (1) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (2) imposed by law through constitutional provisions or enabling legislation.
- For *committed* fund balance: (1) the government’s highest level of decision-making authority and (2) the formal action that is required to be taken to establish (and modify or rescind) a fund balance commitment.
- For *assigned* fund balance: (1) the body or official authorized to assign amounts to a specific purpose and (2) the policy established by the governing body pursuant to which the authorization is given.

TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017

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- For *unassigned* fund balance: is the residual classification for the general fund. In other governmental funds, if expenditures incurred for specific purposes exceeded the amounts restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance.

The Town uses the following criteria for fund balance policies and procedures:

- When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the unrestricted amount will be considered to have been spent.
- When an expenditure is incurred for purposes for which committed, assigned, or unassigned fund balance is available, the least restricted amount will be considered to have been spent.

#### **M. Long-term debt**

##### *Government-Wide and Proprietary Fund Financial Statements*

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

##### *Governmental Fund Financial Statements*

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

#### **N. Investment Income**

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Laws (MGL).

#### **O. Compensated Absences**

Employees are granted sick and vacation leave in varying amounts. Upon retirement, termination or death, certain employees are compensated for unused sick and vacation leave (subject to certain limitations) at their then current rates of pay.



**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

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*Government-Wide Financial Statements*

The total amount to be paid in future years is presented in the governmental activities column of the government wide statement of net position. The liability for vacation leave is based on the amount earned but not used; for sick leave, it is based on the amount accumulated at the balance sheet date (vesting method).

*Governmental Fund Financial Statements*

The portion of the liability related to unused sick and vacation time that has matured or is due as of June 30, 2017 is recorded in the governmental fund financial statement.

**P. Pensions**

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Norfolk County Contributory Retirement System (NCCRS) and the Massachusetts Teachers Retirement System (MTRS), additions to/deductions from the System's fiduciary net position have been determined on the same basis as they are reported by the Systems. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**Q. Post Retirement Benefits**

*Government-Wide and Fund Financial Statements*

In addition to providing pension benefits, health and life insurance coverage is provided for retired employees and their survivors in accordance with Chapter 32B, of Massachusetts General Laws, under various contributory plans. The cost of providing health and life insurance is recognized by recording the employer's 50% share of insurance premiums in the general fund in the fiscal year paid. All benefits are provided through third-party insurance carriers and health maintenance organizations that administer, assume, and pay all claims.

**R. Use of Estimates**

*Government-Wide and Fund Financial Statements*

The preparation of the accompanying financial statements in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could vary from estimates that were used.



## **S. Total Column**

### *Government-Wide Financial Statements*

The total column presented on the government-wide financial statements represents consolidated financial information.

### *Fund Financial Statements*

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not comparable to the consolidated financial information.

## **NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

### *A. Budgetary Basis of Accounting*

Pursuant to Chapter 44, Section 32 of the Massachusetts General Laws, the Town adopts an annual budget for the general fund. The budgets for all departments and operations of the Town, except that of the public schools, are prepared under the direction of the Town Administrator. The School Department budget is prepared under the direction of the School Committee. The level of expenditures may not legally exceed appropriations for each department or undertaking in the following categories: (1) salaries and wages; (2) ordinary maintenance; and (3) capital outlays.

The majority of appropriations are non-continuing which lapse at the end of each fiscal year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior fiscal year be carried forward and made available for spending in the current fiscal year. These carry forwards are included as part of the subsequent fiscal year's original budget.

Original and supplemental appropriations are enacted upon by a Town Meeting vote. Management may not amend the budget without seeking the approval of the governing body. The Town's Finance Committee can legally transfer funds from its reserve fund to other appropriations within the budget without seeking Town Meeting approvals. The original fiscal year 2017 approved budget authorized \$55,161,843 in current year appropriations and other amounts to be raised and \$868,095 in encumbrances and appropriations carried over from previous fiscal years. Supplemental appropriations of \$1,433,629 were approved at one Town Meeting during fiscal year 2017.

The Chief Financial Officer has the responsibility to ensure that budgetary controls are maintained and monitored through the accounting system.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

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*B. Budgetary -GAAP Reconciliation*

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the fiscal year ended June 30, 2017, is presented below:

Net change in fund balance - budgetary basis	\$ (1,069,081)
Basis of accounting differences:	
Net stabilization fund activity	13,688
Increase in revenue for on-behalf payments - MTRS	5,297,933
Increase in expenditures for on-behalf payments - MTRS	(5,297,933)
Increase in revenue for the MWPAT subsidy	5,335
Increase in expenditures for the MWPAT subsidy	<u>(5,335)</u>
Net change in fund balance - GAAP basis	<u>\$ (1,055,393)</u>

*C. Deficit Fund Balances*

Several individual fund deficits exist within the special revenue funds and governmental capital projects funds. These individual deficits will be eliminated through subsequent fiscal year budget transfers, grants or proceeds from long-term debt during fiscal year 2018.

**NOTE 3 – DEPOSITS AND INVESTMENTS**

State and local statutes place certain limitations on the nature of deposits and investments available to the Town. Deposits (including demand deposits, term deposits and certificates of deposit) in any one financial institution may not exceed certain levels unless collateralized by the financial institutions involved.

*Deposits*

▪ *Custodial Credit Risk - Deposits*

Custodial credit risk is the risk that in the event of bank failure, the Town's deposits may not be returned. Massachusetts General Law Chapter 44, Section 55, limits the deposits "in a bank or trust company, or banking company to an amount not exceeding sixty percent (60%) of the capital and surplus of such bank or trust company or banking company, unless satisfactory security is given to it by such bank or trust company or banking company for such excess."

The Town does not have a formal deposit policy for custodial credit risk.

The Town carries deposits that are fully insured by FDIC insurance, DIF insurance and SIF insurance. The Town also carries deposits that are not collateralized and are uninsured, or collateralized with securities held by the pledging bank's trust department not in the Town's name.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
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The following table illustrates how much of the Town's bank deposits are insured, and how much of the Town's bank deposits are uninsured, uncollateralized, or collateral held by the pledging bank's trust department not in the Town's name as of June 30, 2017:

TOTAL BANK BALANCES		<u>\$ 23,051,714</u>
BANK BALANCES COVERED BY DEPOSIT INSURANCE		
FDIC	2,811,869	
DIF	6,347,761	
SIF	<u>7,709,412</u>	
TOTAL INSURED BALANCES		16,869,042
BALANCES SUBJECT TO CUSTODIAL CREDIT RISK		
BANK BALANCES COLLATERALIZED WITH SECURITIES HELD BY THE PLEDGING FINANCIAL INSTITUTION'S TRUST DEPARTMENT OR AGENT BUT NOT IN THE TOWN'S NAME	5,315,843	
BANK BALANCES UNINSURED & UNCOLLATERALIZED	<u>866,829</u>	
TOTAL BALANCES SUBJECT TO CUSTODIAL CREDIT RISK		<u>6,182,672</u>
TOTAL BANK BALANCES		<u>\$ 23,051,714</u>

*Investments*

Investments can also be made in securities issued by or unconditionally guaranteed by the U.S. government or agencies that have a maturity of less than one year from the date of purchase, repurchase agreement guaranteed by the U.S. government or agencies that have a maturity of less than one year from the date of purchase, repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase, and units in the Massachusetts Municipal Depository Trust (MMDT). The Treasurer of the Commonwealth of Massachusetts oversees the financial management of the MMDT, a local investment pool for cities, towns, and other state and local agencies within the Commonwealth. The Town's fair value of its investment in MMDT represents their value of the pool's shares. The Town's Trust Funds have expanded investment powers including the ability to invest in equity securities, corporate bonds, annuities and other specified investments.

The composition of the Town's bank recorded deposits and investments fluctuates depending primarily on the timing of property tax receipts, proceeds from borrowings, collections of state and federal aid, and capital outlays throughout the year.

*a) Credit Risk*

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. For short-term investments that were purchased using surplus revenues, Massachusetts General Law Chapter 44, Section 55, limits the Town's investments to the top rating issued by at least one nationally recognized statistical rating organization (NRSROs).

TOWN OF BELLINGHAM, MASSACHUSETTS  
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Presented below is the actual rating as of year-end for each investment type of the Town.

<u>Investment type</u>	<u>Fair value</u>	<u>Minimum Legal Rating</u>	<u>Exempt from Disclosure</u>
Certificates of Deposit	<u>\$ 61,869</u>	<u>N/A</u>	<u>\$ 61,869</u>

*b) Custodial Credit Risk*

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral security that are in possession of an outside party. The Town has no custodial credit risk exposure related to the certificates of deposit because they are fully insured by the FDIC, Depositor's Insurance Fund (DIF), and shared insurance fund (SIF).

The Town does have an investment policy for custodial credit risk.

*c) Interest Rate Risk*

Interest rate risk is the risk of changes in market interest rates which will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the risk its fair value to change with the market interest rates. The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is as follows:

<u>Investment type</u>	<u>Fair value</u>	<u>Investment maturities (in years) Less than 1</u>
Certificates of Deposits	<u>\$ 61,869</u>	<u>\$ 61,869</u>

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

*d) Concentration of Credit Risk*

The Town places no limit on the amount the government may invest in any one issuer. More than 5% of the Town's investments are in the following securities:

Issuer	Percentage of Total Investments
Middlesex Savings Bank - Certificate of Deposit	41.49%
Rockland Trust Company - Certificates of Deposit	13.56%
Charles River Bank - Certificate of Deposit	16.67%
Rockland Trust Company - Certificates of Deposit	13.40%
Rockland Trust Company - Certificates of Deposit	8.87%

*e) Fair Market Value of Investments*

The Town holds investments that are measured at fair value on a recurring basis. Because investing is not a core part of the Town's mission, the Town determines that the disclosures related to these investments only need to be disaggregated by the major type. The Town chooses a tabular format for disclosing the levels within the fair value hierarchy.

The Town categorizes its fair value measurement within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the assets. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The Town has the following recurring fair value measurement as of June 30, 2017:

Investment Type	June 30, 2017	Fair Value Measurements Using		
		Quoted Price in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
<b>Debt securities</b>				
Certificates of Deposit	\$ 61,869	\$ 61,869	\$ -	\$ -
<b>Investments measured at amortized cost</b>				
Massachusetts Municipal Depository Trust - (MMDT)	528,137			
<b>Total Investments</b>	<b>\$ 590,006</b>			

Certificates of Deposit, classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities.



**TOWN OF BELLINGHAM, MASSACHUSETTS**  
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Massachusetts Municipal Depository Trust (MMDT) investments are valued at amortized cost. Under the amortized cost method an investment is valued initially at its cost and adjusted for the amount of interest income accrued each day over the term of the investment to account for any difference between the initial cost and the amount payable at its maturity. If amortized cost is determined not to approximate fair value, the value of the portfolio securities will be determined under procedures established by the Advisor.

**NOTE 4 – RECEIVABLES**

The receivables at June 30, 2017 for the Town's individual major and nonmajor governmental funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

Receivables:	Gross Amount	Allowance for Uncollectibles	Net Amount
Real estate and personal property taxes	\$ 874,787	\$ (39,200)	\$ 835,587
Tax liens	1,178,585	-	1,178,585
Motor vehicles excise taxes	387,861	(127,200)	260,661
User fees	393,866	-	393,866
Departmental and other	1,384,029	(701,610)	682,419
Intergovernmental	9,764,136	-	9,764,136
Special assessments	888,308	-	888,308
Total	<u>\$ 14,871,572</u>	<u>\$ (868,010)</u>	<u>\$ 14,003,562</u>

The receivables at June 30, 2017 for the enterprise funds consist of the following:

Receivables:	Gross Amount	Allowance for Uncollectibles	Net Amount
<i>Water</i>			
User fees	\$ 612,244	\$ -	\$ 612,244
<i>Sanitation</i>			
User fees	441,321	-	441,321
Total	<u>\$ 1,053,565</u>	<u>\$ -</u>	<u>\$ 1,053,565</u>

TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO BASIC FINANCIAL STATEMENTS  
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Governmental funds report deferred inflows of resources in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with revenues that have been received, but not yet earned. At the end of the current fiscal year, the various components of deferred inflows of resources reported in the governmental funds were as follows:

Deferred Inflows of Resources Analysis

Deferred Inflows:	General Fund	Nonmajor Governmental Funds	Total
Deferred Property Taxes	\$ 518,885	\$ -	\$ 518,885
Deferred Other Revenue	1,489,070	1,914,769	3,403,839
Deferred Intergovernmental Revenues	9,742,464	-	9,742,464
	<u>\$ 11,750,419</u>	<u>\$ 1,914,769</u>	<u>\$ 13,665,188</u>

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

**NOTE 5 – CAPITAL ASSETS**

Capital asset activity for the fiscal year ended June 30, 2017, was as follows:

Governmental Activities:	Beginning Balance	Increases	Reclassifications	Decreases/ Adjustments	Ending Balance
<i>Capital assets not being depreciated:</i>					
Land	\$ 12,307,759	\$ -	\$ -	\$ -	\$ 12,307,759
Construction in progress	1,314,320	1,300,870	(2,138,669)	-	476,521
Total capital assets not being depreciated	13,622,079	1,300,870	(2,138,669)	-	12,784,280
<i>Capital assets being depreciated:</i>					
Buildings	73,482,853	270,667	2,015,198	-	75,768,718
Improvements (other than buildings)	1,485,306.00	-	-	-	1,485,306
Machinery and equipment	10,267,476	37,499	-	-	10,304,975
Vehicles	6,151,654	473,340	-	-	6,624,994
Software	616,280	166,263	-	-	782,543
Furniture & fixtures	37,496	-	-	-	37,496
Other	1,001,076	-	-	-	1,001,076
Infrastructure	26,888,541	2,062,570	123,471	-	29,074,582
Total capital assets being depreciated	119,930,682	3,010,339	2,138,669	-	125,079,690
<i>Less accumulated depreciation for:</i>					
Buildings	(32,928,666)	(1,500,673)	-	-	(34,429,339)
Improvements (other than buildings)	(181,961)	(74,376)	-	-	(256,337)
Machinery and equipment	(8,451,402)	(363,532)	-	-	(8,814,934)
Vehicles	(3,878,180)	(405,380)	-	-	(4,283,560)
Software	(535,712)	(40,513)	-	-	(576,225)
Furniture & fixtures	(36,408)	(1,088)	-	-	(37,496)
Other	(993,701)	(2,875)	-	-	(996,576)
Infrastructure	(10,299,338)	(627,008)	-	-	(10,926,346)
Total accumulated depreciation	(57,305,368)	(3,015,445)	-	-	(60,320,813)
Total capital assets being depreciated, net	62,625,314	(5,106)	2,138,669	-	64,758,877
Total governmental activities capital assets, net	<u>\$ 76,247,393</u>	<u>\$ 1,295,764</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 77,543,157</u>

TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017

Business-Type Activities:	Beginning Balance	Increases	Decreases/ Adjustments	Ending Balance
<i>Capital assets not being depreciated:</i>				
Land	\$ 3,573,100	\$ -	\$ -	\$ 3,573,100
Construction in progress	15,426,626	562,841	(98,011)	15,891,456
Total capital assets not being depreciated	18,999,726	562,841	(98,011)	19,464,556
<i>Capital assets being depreciated:</i>				
Machinery and equipment	1,305,270	50,000	-	1,355,270
Vehicles	794,158	54,506	-	848,664
Software	341,100	-	-	341,100
Infrastructure	14,972,164	-	98,011	15,070,175
Total capital assets being depreciated	17,412,692	104,506	98,011	17,615,209
<i>Less accumulated depreciation for:</i>				
Machinery and equipment	(929,619)	(88,710)	-	(1,018,329)
Vehicles	(642,648)	(86,551)	-	(729,199)
Software	(318,495)	(4,110)	-	(322,605)
Infrastructure	(4,913,878)	(306,676)	-	(5,220,554)
Total accumulated depreciation	(6,804,640)	(486,047)	-	(7,290,687)
Total capital assets being depreciated, net	10,608,052	(381,541)	98,011	10,324,522
Total business-type activities capital assets, net	\$ 29,607,778	\$ 181,300	\$ -	\$ 29,789,078

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
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Depreciation expense was charged to functions/programs of the primary government as follows:

<u>Governmental Activities:</u>	
General government	\$ 222,194
Public safety	654,778
Education	1,268,653
Public works	731,906
Sewer	37,454
Human services	50,453
Culture and recreation	50,007
	<u>50,007</u>
Total depreciation expense - governmental activities	<u>\$ 3,015,445</u>
<u>Business-Type Activities:</u>	
Water	\$ 486,047
Sanitation	-
	<u>-</u>
Total depreciation expense - business-type activities	<u>\$ 486,047</u>

**NOTE 6 – INTERFUND TRANSFERS**

Interfund transfers for the fiscal year ended June 30, 2017, are summarized as follows:

<u>Operating Transfers Out:</u>	<u>Operating Transfers In:</u>		
	<u>General Fund</u>	<u>Water Enterprise Fund</u>	<u>Total</u>
General Fund	\$ -	\$ 582,740	\$ 582,740 (1)
Nonmajor Governmental Funds	658,660	-	658,660 (2)
Nonmajor Governmental Funds	18,500	-	18,500 (3)
Water Enterprise Fund	18,510	-	18,510 (2)
Water Enterprise Fund	66,490	-	66,490 (3)
	<u>66,490</u>	<u>-</u>	<u>66,490</u>
Total	<u>\$ 762,160</u>	<u>\$ 582,740</u>	<u>\$ 1,344,900</u>

- (1) Represents budgeted transfers to the water enterprise fund.
- (2) Represents various budgeted transfers to supplement the operating budget.
- (3) Represents other transfers.



**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

**NOTE 7 – SHORT -TERM FINANCING**

Under state law, and with the appropriate authorization, the Town is authorized to borrow funds on a temporary basis as follows:

- To fund current operations prior to the collection of revenues by issuing revenue anticipation notes (RANS).
- To fund grants prior to reimbursement by issuing grant anticipation notes (GANS).
- To fund Capital project costs incurred prior to selling permanent debt by issuing bond anticipation notes (BANS).
- To fund current project costs and other approved expenditures incurred, that are approved to be reimbursed by the Commonwealth, through the issuance of State Aid anticipated notes (SANS).

Short-term loans are general obligations of the Town and maturity dates are governed by statute. Interest expenditures/expenses for short-term borrowings are accounted for in the general fund and the water enterprise fund respectively.

The following is a summary of changes in short-term debt for the year ended June 30, 2017:

Purpose	Rate (%)	Due Date	Balance at June 30, 2016	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2017
<u>Governmental Funds</u>						
MWPAT Intern Loan Note	0.10%	6/24/2016	\$ 300,000	\$ -	\$ (300,000)	\$ -
Multi-purpose	0.85%	6/23/2017	2,415,000	-	(2,415,000)	-
Multi-purpose	1.55%	6/22/2018	-	3,621,123	-	3,621,123
Pearl St. Dam Demolition	1.68%	6/22/2018	-	541,701	-	541,701
MWPAT Intern Loan Note	0.00%	6/22/2018	-	300,000	-	300,000
Total Governmental Funds			<u>\$ 2,715,000</u>	<u>\$ 4,462,824</u>	<u>\$ (2,715,000)</u>	<u>\$ 4,462,824</u>
<u>Water Enterprise Fund</u>						
Pulaski Blvd Watermains	0.85%	6/23/2017	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ (100,000)</u>	<u>\$ -</u>

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

**NOTE 8 – LONG-TERM DEBT**

The Town is subject to a dual-level, general debt limit: the normal debt limit and the double debt limit. Such limits are equal to 5% and 10%, respectively, of the valuation of taxable property in the Town as last equalized by the Commonwealth's Department of Revenue. Debt may be authorized up to the normal debt limit without state approval. Authorizations under the double debt limit however, require the approval of the Commonwealth's Emergency Finance Board. Additionally, there are many categories of general long-term debt which are exempt from the debt limit but are subject to other limitations.

The following is a summary of the changes in long-term debt for the year ended June 30, 2017:

**Bonds and Notes Payable Schedule – Governmental Funds**

Project	Interest Rate (%)	Outstanding at June 30, 2016	Issued	Redeemed	Outstanding at June 30, 2017
Tile V Septic	Var.%	\$ 41,684	\$ -	\$ 10,421	\$ 31,263
School - Refunding	2.57%	10,055,000	-	1,870,000	8,185,000
Senior Center - Refunding	2.48%	215,000	-	45,000	170,000
Title V Septic	Var.%	70,268	-	9,972	60,296
Land Acquisition	3.96%	495,000	-	55,000	440,000
Town Hall Construction	3.96%	540,000	-	60,000	480,000
Title V Septic	Var.%	150,000	-	15,000	135,000
Multiple Purposes	3.74%	570,000	-	100,000	470,000
Title V Septic	0.00%	170,381	-	9,903	160,478
School Construction - Refunding	1.87%	4,435,000	-	690,000	3,745,000
Multiple Purposes	1.47%	4,075,000	-	375,000	3,700,000
Title V Septic	0.00%	255,000	-	15,000	240,000
Police Station	2.94%	6,565,000	-	240,000	6,325,000
Multiple Purposes	Var.%	2,245,000	-	140,000	2,105,000
Old Mill Pond Demo	0.00%	-	612,000	7,800	604,200
<b>Total</b>		<b>\$ 29,882,333</b>	<b>\$ 612,000</b>	<b>\$ 3,643,096</b>	<b>\$ 26,851,237</b>

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

The annual debt service requirements for principal and interest for Governmental bonds and notes outstanding at June 30, 2017 are as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 3,700,697	\$ 892,006	\$ 4,592,703
2019	3,805,735	762,359	4,568,094
2020	3,915,772	619,872	4,535,644
2021	4,030,388	473,126	4,503,514
2022	1,875,657	343,441	2,219,098
2023-2027	5,403,031	998,316	6,401,347
2028-2032	2,598,768	386,669	2,985,437
2033-2037	1,521,189	68,241	1,589,430
	<u>\$ 26,851,237</u>	<u>\$ 4,544,030</u>	<u>\$ 31,395,267</u>

#### **Massachusetts School Building Authority Reimbursements**

Chapter 645 of the Act of 1948 as amended ("Chapter 645") created a statewide school building assistance program. Pursuant to this program, cities and towns issued bonds for eligible school building projects and were reimbursed over a period of years by the Commonwealth according to a statutory percentage for such city or town.

Legislation enacted as part of the Commonwealth's Fiscal 2001 budget repealed 645 and created a new school building assistance program codified as Chapter 70B of the Massachusetts General Laws. Among other changes, the new program includes grants for alternatives to construction and calculates grants for each project based on a number of factors. The new legislation does not affect the reimbursement percentages for bonds previously issued under Chapter 645, and the grants for certain "grandfathered" projects will be based on the statutory percentages provided for in Chapter 645.

The Town has been approved for a 76% percent state school construction grant through the Massachusetts School Building Authority (MSBA) to cover eligible project costs, including debt service associated with the financing of these projects, subject to annual appropriation by the state legislature. The Town received \$2,262,880 from scheduled annual payments in FY 2017 from the MSBA for completed school construction projects.

TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017

**Bonds and Notes Payable Schedule – Water Enterprise Fund**

Project	Interest Rate (%)	Outstanding at June 30, 2016	Issued	Redeemed	Outstanding at June 30, 2017
Water	3.78%	\$ 500,000	\$ -	\$ 50,000	\$ 450,000
Water - 2005	3.96%	225,000	-	25,000	200,000
Water - 2008	3.86%	480,000	-	40,000	440,000
Water - 2008	3.82%	325,000	-	30,000	295,000
Water - 2014	Var %	2,085,000	-	75,000	2,010,000
MWPAT Water Treatment Plant	2.00%	13,300,000	-	537,997	12,762,003
Total		<u>\$ 16,915,000</u>	<u>\$ -</u>	<u>\$ 757,997</u>	<u>\$ 16,157,003</u>

The annual debt service requirements for principal and interest for water enterprise fund bonds and notes outstanding at June 30, 2017 are as follows:

Fiscal Year	Principal	Interest	Total
2018	\$ 769,691	\$ 381,928	\$ 1,151,619
2019	786,638	362,434	1,149,072
2020	798,844	342,464	1,141,308
2021	821,316	322,037	1,143,353
2022	834,059	300,860	1,134,919
2023-2027	4,346,342	1,164,240	5,510,582
2028-2032	4,249,113	648,829	4,897,942
2033-2036	<u>3,551,000</u>	<u>179,495</u>	<u>3,730,495</u>
Total	<u>\$ 16,157,003</u>	<u>\$ 3,702,287</u>	<u>\$ 19,859,290</u>

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
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**Loans Authorized and Unissued**

As of June 30, 2017, the Town has loans authorized and unissued as follows:

Description	Date Authorized	Amount
Remediated Sewer	5/24/1995	\$ 50,000
Remediated Sewer	5/25/2011	300,000
Middle School Boilers	6/13/2011	277,129
Remediated Sewer	5/23/2012	300,000
Water Mains	5/28/2014	100,000
Salt Shed	10/8/2014	475,000
Fire Engine	10/8/2014	940,000
South Elementary School Roof	5/28/2015	1,450,000
Pearl Street Dam Demolition	10/14/2015	645,000
Roadway Improvements	10/14/2015	1,000,000
Pine Grove Sewer Pumping Station	5/25/2016	135,000
Pearl Street Mill Complex Demolition	5/25/2016	575,000
Total		<u>\$ 6,247,129</u>

**Changes in Long-term Liabilities**

The following is a summary of changes in long-term liabilities for the fiscal year ended June 30, 2017:

Governmental Activities:	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion
Bonds and notes payable	\$ 29,882,333	\$ 612,000	\$ (3,643,096)	\$ 26,851,237	\$ 3,700,697
Compensated absences	1,183,746	108,134	-	1,291,880	426,320
Landfill postclosure care costs	27,000	-	(3,000)	24,000	3,000
Net Pension Liability	23,392,203	-	(912,722)	22,479,481	-
OPEB	21,158,434	4,073,952	-	25,232,386	-
Total governmental activities long-term liabilities	<u>\$ 75,643,716</u>	<u>\$ 4,794,086</u>	<u>\$ (4,558,818)</u>	<u>\$ 75,878,984</u>	<u>\$ 4,130,017</u>
 Business-Type Activities:	 Beginning Balance	 Additions	 Reductions	 Ending Balance	 Current Portion
Bonds and notes payable	\$ 16,915,000	\$ -	\$ (757,997)	\$ 16,157,003	\$ 769,691
Net Pension Liability	1,340,514	-	(52,305)	1,288,209	-
OPEB	725,528	121,376	-	846,904	-
Total business-type activities long-term liabilities	<u>\$ 18,981,042</u>	<u>\$ 121,376</u>	<u>\$ (810,302)</u>	<u>\$ 18,292,116</u>	<u>\$ 769,691</u>



TOWN OF BELLINGHAM, MASSACHUSETTS  
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The governmental activities long-term liabilities are generally liquidated by the general fund.

**Overlapping Debt**

The Town pays assessments under formulas which include debt service payments to other governmental agencies providing services to the Town, (commonly referred to as overlapping debt). The following summary sets forth the long-term debt of such governmental agencies and the estimated share being financed by the Town as of June 30, 2017:

Agency	Total Long-Term Debt Outstanding	Town's Estimated Share	Town's Indirect Debt
Norfolk County	\$ 14,213,000	1.821%	\$ 258,819
Blackstone Valley Vocational Regional School District			
School Construction Bonds	<u>3,085,000</u>	4.90%	<u>151,165</u>
	<u>\$ 17,298,000</u>		<u>\$ 409,984</u>

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
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**NOTE 9 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS**

The Town has classified its governmental fund balances with the following hierarchy.

	GENERAL FUND	NONMAJOR GOVERNMENTAL FUNDS	TOTAL
Restricted For:			
General Government	\$ -	\$ 622,935	\$ 622,935
Public Safety	-	265,822	265,822
Education	-	1,866,847	1,866,847
Public Works	-	546,587	546,587
Sewer	-	616,388	616,388
Human Services	-	716,770	716,770
Culture & Recreation	-	161,952	161,952
Employee Benefits	-	1,219,096	1,219,096
Tax Stabilization	2,025,354	-	2,025,354
Expendable Trust Funds	-	42,219	42,219
	<u>2,025,354</u>	<u>6,058,616</u>	<u>8,083,970</u>
Committed To:			
Continuing Appropriations			
General Government	25,700	-	25,700
Public Safety	245,552	-	245,552
Education	229,197	-	229,197
Public Works	7,963	-	7,963
Culture & Recreation	1,400	-	1,400
	<u>509,812</u>	<u>-</u>	<u>509,812</u>
Assigned To:			
Encumbered For:			
General Government	3,819	-	3,819
Public Safety	19,801	-	19,801
Public Works	120	-	120
Capital Stabilization Fund	547,823	-	547,823
	<u>571,563</u>	<u>-</u>	<u>571,563</u>
Unassigned			
General Fund	2,497,048	-	2,497,048
General Fund Stabilization	1,279,357	-	1,279,357
Nonmajor Governmental Funds	-	(462,415)	(462,415)
Capital Projects			
Public Safety	-	(939,889)	(939,889)
Education	-	(541,122)	(541,122)
Public Works	-	(2,434,859)	(2,434,859)
Sewer	-	(127,775)	(127,775)
	<u>3,776,405</u>	<u>(4,506,060)</u>	<u>(729,655)</u>
Total Governmental Fund Balances	<u>\$ 6,883,134</u>	<u>\$ 1,552,556</u>	<u>\$ 8,435,690</u>

**TOWN OF BELLINGHAM, MASSACHUSETTS  
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**NOTE 10 – STABILIZATION FUNDS**

The Town has established several funds where the Town has set aside amounts for emergency and capital needs. These funds consist of the following;

- The *Stabilization Fund* is used to account for any appropriation, as approved by a 2/3 vote at the Annual or Special Town Meeting for additions or reductions to the fund. Any interest shall be added to and become part of the fund. The Stabilization fund balance is \$1,279,357 as of June 30, 2017. The fund was established under chapter 40, sub-section 5B of the Massachusetts General Law.
- The *Capital Investment Stabilization Fund* is used to account for appropriations funding the acquisition, repair, replacement, extension, reconstruction, enlarging and/or additions to capital equipment, and pay notes, bonds, or certificates of indebtedness issued to pay for the cost of such acquisition, repair, replacement, extension, reconstruction, enlarging and additions. The Town may appropriate into and out of the fund at Annual or Special Town Meeting by 2/3 vote. The capital investment stabilization fund balance is \$547,823 as of June 30, 2017. This fund was established under Chapter 40 sub-section 5B of MGL.
- The *Tax Rate Stabilization Fund* may be used to mitigate the loss of taxes and revenues resulting from the termination of any in lieu of tax agreement between the Town and any power and electric generating plant located in the Town. Town Meeting may appropriate an amount not to exceed 30% of the amount raised in the preceding fiscal year by the taxation of real estate and tangible personal property. The tax stabilization fund balance is \$2,025,354 as of June 30, 2017.

**NOTE 11 – RISK FINANCING**

The Town is exposed to various risks of loss related to torts; theft of, damage to or destruction of assets; errors and omissions; injuries to employees; employee's health and life; and natural disasters.

Buildings are fully insured against fire, theft, and natural disaster (except for losses due to flood or earthquake) to the extent that losses exceed \$10,000 per incident. Buildings are fully insured against earthquake damage, to the extent that losses exceed \$25,000 per incident. The buildings are not insured for losses due to flood.

The Town's workers compensation program is premium-based. The policy is limited to Massachusetts Statutory Benefits.

The Town is insured for general liability; however, Chapter 258 of the Massachusetts General Laws limits the Town's liability to a maximum of \$100,000 per claim in all matters except in actions relating to federal civil rights, eminent domain and breach of contract. Such claims are charged to the general fund. There were no such claims in 2017.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
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The Town has a variety of contributory health care options including self-insured and third party insured health care programs for its employees and retirees. There are 662 employees and retirees who participate in the Town's health care programs. For those 394 employees electing a Health Maintenance Organization (HMO), the town contributes 80% of the costs. For those 35 employees and retirees over 65 years old electing a Health Maintenance Organization (HMO), the Town contributes 80% for the active employees and 50% of the costs for the retired employees. For those 2 active employees electing the Blue Cross and Blue Shield Master Health Plus (self-insured full indemnity plan), the Town contributes either 65% or 75% of the premium costs for active school employees based on their date of hire. There are 2 retirees on the Master Health Plus for whom the Town contributes 50%. For active employees eligible for Part A Medicare they are required to enroll at the age of 65 and stay on the HMO plan at 80/20. Any retiree eligible for Part A and B at the age of 65 must enroll and then will be moved to the Medex supplemental plan at 50/50. There are 220 retirees currently enrolled in the Medex Supplemental plan.

Stop loss insurance is carried on all self-insured health care claims in excess of \$150,000 individually.

The Town's health insurance activities are accounted for in the internal service fund where revenues are recorded when earned and expenses are recorded when the liability is incurred. Liabilities for self-insured claims are reported when it is probable that a loss has been incurred and the amount can be reasonably estimated. These losses include an estimate of claims that have been incurred but not recorded. As of June 30, 2017 and June 30, 2016, the only such liabilities are those related to the Town's self-insured health care program. The Town established a liability based on historical trends for the previous fiscal years. Changes in the self-insured liability account in fiscal year 2017 and 2016 were as follows:

	Healthcare	
	2017	2016
Liability at beginning of fiscal year	\$ 1,087,484	\$ 734,359
Claims incurred for current fiscal year and Changes in provisions for prior year	9,327,693	9,487,582
Claims payments for current fiscal year	(9,188,913)	(9,134,457)
Liability at end of fiscal year	<u>\$ 1,226,264</u>	<u>\$ 1,087,484</u>

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
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**NOTE 12 - POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS**

The GASB Standards for *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, requires the following disclosures in the financial statements related to the retiree medical, dental, and life insurance benefits:

**Plan Description.** Town of Bellingham Other Postemployment Benefits Plan (The Plan) is a single-employer defined benefit healthcare plan administered by the Town of Bellingham. The plan provides medical, dental, and life insurance benefits to eligible retirees and their spouses. Town meeting vote is the authority to establish and amend benefit provisions to the Town. The Town has accepted various sections of Massachusetts General Laws Chapter 32B to provide 50% of the premium cost of retirees' health, dental and life insurance costs.

**Funding Policy.** The contribution requirements of plan members and the Town are established and may be amended by Town meeting vote. The required contribution is based on projected pay-as-you-go financing requirements. For Fiscal Year 2017, total Town premiums plus implicit costs for the retiree medical program are \$1,210,598.

The Commonwealth of Massachusetts passed special legislation that has allowed the Town to establish a postemployment benefit trust fund and to enable the Town to begin pre-funding its other postemployment benefit (OPEB) liabilities.

*Plan Membership* – The following table represents the Plan's membership as June 30, 2015:

Active Members	471
Inactive members currently receiving benefits	<u>262</u>
Total	<u><u>733</u></u>

*Components of OPEB Liability* – The following table represents the components of the Plan's OPEB liability as of June 30, 2017:

Total OPEB Liability	\$ 58,819,995
Less: OPEB plan's fiduciary net position	<u>(503,984)</u>
Net OPEB Liability	<u><u>\$ 58,316,011</u></u>

The OPEB plan's fiduciary net position as a percentage of the total OPEB liability	0.86%
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**TOWN OF BELLINGHAM, MASSACHUSETTS**  
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*Significant Actuarial Methods and Assumptions* – The plan's total OPEB liability, actuarial valuation was determined using the following actuarial methods and assumptions.

Valuation Date:	Actuarially Determined Contribution was calculated as of June 30, 2017.
Actuarial Cost Method:	Individual Entry Age Normal
Asset-Valuation Method:	Market value of assets as of the reporting date June 30, 2017
Investment Rate of Return	2.75%, net of OPEB plan investment expense, including inflation.
Municipal Bond Rate:	3.13% as of June 30, 2017 (source: S&P Municipal Bond 20 year high grade index - SAPIHG)
Single Equivalent Discount Rate:	3.25% net of OPEB plan investment expense, including inflation. Using a blend of the Municipal Bond Index Rate for unfunded periods and the Investment Rate of Return for funded periods, based on GASB No. 74 implementation Guide Exposure Draft; IG ED 4.136.
Inflation:	2.75% as of June 30, 2017 and for future periods
Salary Increases:	3.00% annually as of June 30, 2017 and for future periods
Cost of Living Adjustment	Not Applicable
Pre-Retirement Mortality:	RP-2000 Employees Mortality Table projected generationally with scale BB and a base year 2009 for males and females
Post-Retirement Mortality:	RP-2000 Healthy Annuitant Mortality Table projected generationally with scale BB and a base year 2009 for males and females
Disabled Mortality:	RP-2000 Healthy Annuitant Table projected generationally with scale BB and a base year 2012 for males and females
Mortality Experience Study:	The mortality assumptions reflect PERAC's recent experience analysis published in 2014 (based on the years 2006-2011), updated to reflect data through January 1, 2015 for post-retirement mortality, and professional judgement. As such, mortality assumptions reflect observed current mortality as well as expected mortality improvements.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
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*Investment Policy*

The OPEB plan's assets are managed on a total return basis with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the OPEB plan.

The long-term real rate of return on OPEB investments was determined using the Town's investment policy. Best estimates of real rates of returns for each major asset class included in the OPEB plans target asset allocation as of June 30, 2017 are summarized in the following table.

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic equity - large cap	0.00%	4.00%
Domestic equity - small/mid cap	0.00%	6.00%
International equity - developed market	0.00%	4.50%
International equity - emerging market	0.00%	7.00%
Domestic fixed income	0.00%	2.00%
International fixed income	0.00%	3.00%
Alternatives	0.00%	6.50%
Real Estate	0.00%	6.25%
Cash	100.00%	0.00%
	100.00%	

*Sensitivity of the net OPEB liability to changes in the discount rate* – The following table presents the Plan's net OPEB liability, calculated using the discount rate of 3.25% as well as what the net OPEB liability would be if it were calculated using a discount rate that is 1 percentage- point lower (2.25%) or 1 percentage-point higher (4.25%) than the current rate.

	1% Decrease (2.25%)	Current Discount Rate (3.25%)	1% Increase (4.25%)
Net OPEB liability	\$ 69,586,214	\$ 58,316,011	\$ 49,426,261
Service Cost	\$ 3,945,291	\$ 2,933,304	\$ 2,203,438

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*Sensitivity of the net OPEB liability to changes in the healthcare trend* -- The following table presents the net other postemployment benefit liability, calculated the healthcare trend rate if it was 1 percentage-point lower or 1 percentage-point higher than the current rate.

	1% Decrease (4.00%)	Current Trend (5.00%)	1% Increase (6.00%)
Net OPEB liability	\$ 38,568,848	\$ 58,316,011	\$ 84,339,266
Service Cost	\$ 1,425,650	\$ 2,933,304	\$ 5,124,781

**Annual OPEB Cost and Net OPEB Obligation.** The Town's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the *annual required contribution of the employer (ARC)*, an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years.

The following table shows the components of the Town's annual OPEB cost for the fiscal year, the amount actually contributed to the plan, and changes in the Town's net OPEB obligation to the plan:

Annual required contribution	\$ 4,221,655
Interest on net OPEB obligation	769,438
Adjustment to annual required contribution (ARC)	(1,154,876)
Amortization of Actuarial Gains/Losses	<u>1,569,709</u>
Annual OPEB cost (expense)	5,405,926
Contributions made	<u>(1,210,598)</u>
Change in net OPEB obligation	4,195,328
Net OPEB obligation - beginning of year	<u>21,883,962</u>
Net OPEB obligation - end of year	<u><u>\$ 26,079,290</u></u>

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
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The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for 2017 and the eight preceding years were as follows:

<u>Fiscal Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of Annual OPEB Cost Contributed</u>	<u>Increase/Decrease in Net OPEB Obligation</u>	<u>Net OPEB Obligation</u>
6/30/2009	\$ 2,956,183	23.8%	\$ 2,252,798	\$ 4,408,887
6/30/2010	\$ 2,915,339	33.6%	\$ 1,936,906	\$ 6,345,793
6/30/2011	\$ 2,868,492	35.0%	\$ 1,864,667	\$ 8,210,460
6/30/2012	\$ 2,878,755	30.3%	\$ 2,007,140	\$ 10,217,600
6/30/2013	\$ 3,020,362	40.1%	\$ 1,809,076	\$ 12,026,676
6/30/2014	\$ 4,026,322	27.7%	\$ 2,910,203	\$ 14,936,879
6/30/2015	\$ 4,299,156	27.9%	\$ 3,100,187	\$ 18,037,066
6/30/2016	\$ 5,086,691	24.4%	\$ 3,846,896	\$ 21,883,962
6/30/2017	\$ 5,405,926	22.3%	\$ 4,195,328	\$ 26,079,290

**Funded Status and Funding Progress.** As of June 30, 2015, the most recent actuarial valuation date, the plan was 0.79% funded. The actuarial accrued liability for benefits was \$51.002 million, and the actuarial value of assets was \$401,364, resulting in an unfunded actuarial accrued liability (UAAL) of \$50.600 million. The covered payroll (annual payroll of active employees covered by the plan) was \$26.647 million and the ratio of the UAAL to the covered payroll was 189.9 %.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

**Actuarial Methods and Assumptions.** Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
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In the July 1, 2015, actuarial valuation, the projected unit credit actuarial cost method was used. Under this method, the normal cost and actuarial liability are both based on an accrual of projected benefits over the period for which benefits are accrued. The normal cost is the actuarial present value of one year's benefit accrual on this basis. The actuarial accrued liability is the actuarial present value of the projected benefit times the ratio of past service to total service. The actuarial assumptions included a 3.50% investment rate of return (net of administrative expenses), which is a blended rate of the expected long-term investment returns on plan assets and on the employer's own investments calculated based on the funded level of the plan at the valuation date, and an annual healthcare cost trend rate of 5% in 2015 and thereafter. Both rates included a 2.75% inflation assumption. The actuarial value of assets is equal to the market value of the plan's assets. The UAAL is being amortized as a level dollar amount over 30 years at transition. The remaining amortization period at July 1, 2017, was 20 years.

#### **NOTE 13 – PENSION PLANS**

##### **A. Plan Descriptions**

The Town is a member of the Norfolk County Contributory Retirement System (The System), a cost-sharing multiple-employer, contributory defined benefit pension plan covering eligible employees of the 41 member units deemed eligible by the system. Chapter 32 of the Massachusetts General Law assigns authority to establish and amend benefit provisions of the system. Substantially all employees are members of the system except for school teachers and certain school administrators.

The System issues a publically available audited financial report that may be obtained by contacting the system's executive director at 480 Neponset Street, Building #15, Canton, Massachusetts 02021. The report can also be obtained online at [www.norfolkcountyretirement.org](http://www.norfolkcountyretirement.org).

The Town is a member of the Massachusetts Teachers' Retirement System (MTRS), a cost-sharing multi-employer defined benefit plan. MTRS is managed by the Commonwealth of Massachusetts (Commonwealth) on behalf of municipal teachers and municipal teacher retirees. The Commonwealth is a nonemployer contributor and is responsible for 100% of the contributions and future benefit requirements of the MTRS. The MTRS covers certified teachers in cities (except Boston), towns, regional school districts, charter schools, educational collaboratives, and Quincy College. The MTRS is part of the Commonwealth's reporting entity and the audited financial report may be obtained by visiting <http://www.mass.gov/osc/publications-and-reports/financial-reports/>. The MTRS report may also be obtained by contacting MTRS at One Charles Park, Cambridge, Massachusetts 02142-1206.

##### *Special Funding Situation*

The Commonwealth is a nonemployer contributor and is required by statute to make 100% of all actuarially determined employer contributions on behalf of the Town to the MTRS. Therefore, the Town is considered to be in a special funding situation as defined by GASB Statement No.68, *Accounting and Financial Reporting for Pensions* and the Commonwealth is a nonemployer contributor in MTRS. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. The total of the Commonwealth provided contributions have been allocated based on each employer's covered payroll to the total covered payroll of employers in MTRS as of the measurement date of June 30, 2016. The Town's portion of the collective pension expense, contributed by the Commonwealth, of \$5,297,933 is reported in the general fund as intergovernmental revenue and pension expense in the current fiscal year. The portion of the Commonwealth's collective net pension liability associated with the Town is \$51,937,186 as of the measurement date.



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The "System" and the MTRS are contributory defined benefit plans and membership in both the "System" and the MTRS is mandatory upon commencement of employment for all permanent, full-time employees.

**B. Benefits Provided**

The System and MTRS provide retirement, disability and death benefits to plan members and beneficiaries. Massachusetts Contributory Retirement System benefits are with certain minor exceptions, uniform from system to system. The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For persons who became members on or after April 2, 2012, average salary is the average annual rate of regular compensation received during the five consecutive years that produce the highest average, or, if greater, during the last five years (whether or not consecutive) preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification. Members become vested after ten years of creditable service. There are three classes of membership in the retirement system: group 1, group 2, and group 4. Group 1 consists of general employees which includes clerical and administrative positions. Group 2 consists of positions that have even been specified as hazardous. Lastly, group 4 consists of police officers, firefighters, and other hazardous positions.

Members become vested after ten years of creditable service. A superannuation retirement allowance may be received upon the completion of 20 years of service or upon reaching the age of 55 with 10 years of service if hired after 1978 and if classified in groups 1 or 2. A person who became a member on or after April 2, 2012 is eligible for a superannuation retirement allowance upon reaching the age of 60 with 10 years of service in group 1, 55 years of age with 10 years of service if in group 2 and 55 years of age if hired prior to 1978 or if classified in group 4. Normal retirement for most employees occurs at age 65 (except for certain hazardous duty and public safety positions, whose normal retirement is at age 55).

Members who become permanently and totally disabled for further duty may be eligible to receive a disability retirement allowance. The amount of benefits to be received in such cases is dependent on several factors, including whether or not disability is work related, the employee's age, years of creditable service, level of compensation, veterans' status and group classification.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. In addition, with at least ten years of creditable service, such employees are entitled to receive one hundred (100%) percent of the regular interest which has accrued upon those deductions. Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

Cost-of living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited in to the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the system and all costs are borne by the system.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
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**C. Contributions**

*Norfolk County Contributory Retirement System*

Chapter 32 of MGL governs the contributions of plan members and member employees. Active plan members are required to contribute to the system at rates ranging from 5 to 9% of their gross compensation. Members joining the system after January 1, 1979 must contribute an additional 2% on regular compensation earned at a rate in excess of \$30,000. The percentage rate is keyed to the date upon which an employee's membership commences. The member units are required to pay into the system, a legislatively mandated actuarial determined contribution that is apportioned among the employers based on active current payroll. The Town's proportionate share of the required contribution for the year ended December 31, 2016 which was \$2,579,977 and 19.96% of covered payroll, actuarially determined as an amount that when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability.

**D. Pension Liabilities, Pension Expense, Deferred Outflows of Resource, and Deferred Inflows of Resources Related to Pensions**

*Pension Liabilities*

At June 30, 2017 the Town reported a liability of \$23,767,690 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2016 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2016. Accordingly, updated procedures were used to roll forward the total pension liability to the measurement date. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members actuarially determined. At December 31, 2016, the Town's proportion was 4.55% which had no increase from its proportion measured as of December 31, 2015.

*Pension Expense and Deferred Outflows/Inflows of Resources*

For the year ended June 30, 2017 the Town recognized pension expense of \$2,706,841. At June 30, 2017 the Town reported deferred outflows and inflows of resources related to pensions of \$2,962,990 and \$1,617,995 respectively.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

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The balances of deferred outflows and inflows as June 30, 2017 consist of the following:

<u>Deferred Category</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Total</u>
Differences between expected and actual experience	\$ 372,636	\$ -	\$ 372,636
Changes of Assumptions	-	(1,549,920)	(1,549,920)
Net difference between projected and actual earnings	2,172,017	-	2,172,017
Changes in proportionate share of contributions	418,337	(68,075)	350,262
Total Deferred Outflows (Inflows) of Resources	<u>\$ 2,962,990</u>	<u>\$ (1,617,995)</u>	<u>\$ 1,344,995</u>

The Town's net deferred outflows/inflows of resources related to pensions will be recognized in future pension expense is as follows:

<u>Year ended June 30</u>	<u>Amount</u>
2017	\$ 532,515
2018	532,515
2019	363,668
2020	(83,703)
Totals	<u>\$ 1,344,995</u>

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

**E. Actuarial Assumptions**

The total pension liability in the January 1, 2016 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement that was updated to December 31, 2016.

Valuation date	January 1, 2016
Actuarial cost method	Entry age normal cost method
Amortization method	Open-level percent of payroll.
Cost of Living Increase	3.0% of first \$15,000 of retirement income
Asset valuation method	market value
Inflation rate	4.0%
Projected Salary increases	3.5% - 5.5%
Mortality rates	The RP-2014 blue collar mortality table adjusted with scale MP-2014.
Investment rate of return	8.0%

**F. Long-Term Expected Rate of Return**

The long-term expected rate of return on pension plan investments was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of December 31, 2016 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic Equity	32.0%	8.60%
International Equities	17.5%	8.60%
Fixed Income	19.0%	4.50%
Private Equity	8.5%	13.60%
Real Estate	9.0%	5.10%
Real Assets	5.0%	7.90%
Hedge Funds	9.0%	7.90%
Total	100%	

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

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The system's policy in regard to the allocation of invested plan assets is established and may be amended by the Board. Plan assets are managed with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the plan.

For the year ended December 31, 2016 the System's annual money-weighted rate of return on pension plan investments net of pension plan investment expense was 8.59%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

**G. Discount Rate**

The discount rate used to measure the total pension liability as of December 31, 2016 was 8.00%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at contractually required rates, actuarially determined. Under Chapter 32 of the MGL, employers are required to make the necessary contributions such that the plan reaches full funding status by 2040. Based on those assumptions, the plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**II. Sensitivity of the net pension liability to changes in the discount rate**

The following presents the net pension liability of the system, as of December 31, 2016 calculated using the discount rate of 8.00%, as well as what the system's net pension liability would be if it were calculated using a discount rate that is one percentage point lower (7.00%) or one percentage point higher (9.00%) than the current rate:

	1% Decrease (7.00%)	Current Discount Rate (8.00%)	1% Increase (9.00%)
The Town's proportionate share of the net pension liability	\$ 30,072,150	\$ 23,767,690	\$ 18,363,496

Detailed information about the pension plan's fiduciary net position is available in a separately issued Norfolk County Contributory Retirement System financial report.



TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017

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**NOTE 14 – COMMITMENTS AND CONTINGENCIES**

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 2017, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is believed the amount, if any, would not be material.

The Town's landfill was closed in 1996 by order of the Department of Environmental Protection (DEP). The DEP approved the capping construction of the landfill in December 1996. The Town is responsible for post-closure monitoring of the site for thirty years (8 years remaining), and the estimated liability has been recorded in the Statement of Net Assets, Governmental Activities. The \$24,000 reported as landfill post-closure liability at June 30, 2017 is based on what it would cost to perform all post-closure care at June 30, 2017. Actual costs may be higher due to inflation, changes in technology or changes in regulations.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2017, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2017.

**NOTE 15 – GREATER ATTLEBOROUGH TAUNTON REGIONAL TRANSIT AUTHORITY**

The Town participates in the Greater Attleborough Taunton Regional Transit Authority (GATRA) Dial-A-Ride program. The Town receives monthly reimbursements for the cost of the program net of any donations received. The following table summarizes the program expenses for fiscal year 2017.

<u>Description</u>	<u>Amount</u>
Dial-A-Ride Program costs	<u>\$ 140,825</u>

**NOTE 16 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS**

During fiscal year 2017, the following GASB pronouncements were implemented:

The GASB issued **Statement #73**, *Accounting and Financial Reporting for Pension and Related Assets that are not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statement 67 and 68*. The provisions of this Statement are effective for 2016 – except those provisions that address employers and governmental non-employer contributing entities for pensions that are not within the scope of Statements 68, which are effective for 2017. Management's current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #74**, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, which was implemented in 2017. Management's current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

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The GASB issued **Statement #77**, *Tax Abatement Disclosures* which was implemented in 2017. Management's current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #78**, *Pension Provided through Certain Multiple-Employer Defined Benefit Pension Plans*, which was implemented in 2017. Management's current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #80**, *Blending Requirements for Certain Component Units – an amendment of GASB Statement #14*, which was implemented in 2017. Management's current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #82**, *Pension Issues – an amendment of GASB Statements No. 67, No. 68, and No. 73*, which was implemented in 2017. Management's current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

*Future GASB Pronouncements:*

The GASB issued **Statement #75**, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, this is required to be implemented in 2018. Management's current assessment is that this pronouncement will have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #81**, *Irrevocable Split-Interest Agreements*, which is required to be implemented in 2018. Management's current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #83**, *Certain Asset Retirement Obligations*, which is required to be implemented in 2019. Management's current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #84**, *Fiduciary Activities*, which is required to be implemented in 2020. Management's current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #85**, *Omnibus 2017*, which is required to be implemented in 2018. Management's current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #86**, *Certain Debt Extinguishment Issues*, which is required to be implemented in 2018. Management's current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

The GASB issued **Statement #87**, *Leases*, which is required to be implemented in 2021. Management's current assessment is that this pronouncement will not have a significant impact on the Basic Financial Statements.

TOWN OF BELLINGHAM, MASSACHUSETTS  
REQUIRED SUPPLEMENTARY INFORMATION  
NORFOLK COUNTY CONTRIBUTORY RETIREMENT SYSTEM  
JUNE 30, 2017

The following schedules are presented in accordance with GASB Statement No. 68

Schedule of the Town's Proportionate Share of the Net Pension Liability

	<u>December 31, 2016</u>	<u>December 31, 2015</u>	<u>December 31, 2014</u>
Town's proportion of the net pension liability	4.55%	4.55%	4.40%
Town's proportionate share of the net pension liability	\$ 23,767,690	\$ 24,732,717	\$ 22,819,057
Town's covered-employee payroll	\$ 12,923,047	\$ 12,264,210	\$ 11,153,168
Town's proportionate share of the net pension liability as a percentage of it's covered-employee payroll	183.92%	201.67%	204.60%
Plan fiduciary net position as a percentage of the total pension liability	61.60%	58.60%	60.10%

Note: This schedule is intended to present information for 10 years. Until a 10 year trend is compiled, information is presented for those years for which the information is available.

See notes to Required Supplementary Information

TOWN OF BELLINGHAM, MASSACHUSETTS  
REQUIRED SUPPLEMENTARY INFORMATION  
NORFOLK COUNTY CONTRIBUTORY RETIREMENT SYSTEM  
JUNE 30, 2017

SCHEDULE OF TOWN'S CONTRIBUTION

	December 31, 2016	December 31, 2015	December 31, 2014
Actuarily determined contribution	\$ 2,579,977	\$ 2,341,492	\$ 2,128,834
Contribution in relation to the actuarilly determined contribution	<u>(2,579,977)</u>	<u>(2,341,492)</u>	<u>(2,128,834)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Town's covered-employee payroll	\$ 12,293,047	\$ 12,264,210	\$ 11,153,168
Contribution as a percentage of covered - employee payroll	19.96%	19.09%	19.09%

Note: This Town schedule is intended to present information for 10 years. Until a 10 year trend is compiled, information is presented for those years for which the information is available.

See notes to Required Supplementary Information

**TOWN OF BELLINGHAM, MASSACHUSETTS  
REQUIRED SUPPLEMENTARY INFORMATION  
MASSACHUSETTS TEACHERS RETIREMENT SYSTEM  
JUNE 30, 2017**

The following schedule is presented in accordance with GASB Statement No. 74

Schedule of the Commonwealth's Collective amounts of the Net Pension Liability

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which create a special funding situation. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the collective net pension liability that is associated with the Town; the portion of the collective pension expense as both revenue and pension expense recognized by the Town; and the Plan's fiduciary net position as a percentage of total liability.

<u>Fiscal Year</u>	<u>Commonwealth's 100% Share of the Net Pension Liability Associated with the Town</u>	<u>Town's Expense and Revenue Recognized for the Commonwealth's Support</u>	<u>Plan Fiduciary Net Position as a Percentage of the Total Liability</u>
2017	\$ 51,937,186	\$ 5,297,933	52.73%
2016	47,604,645	3,861,160	55.38%
2015	37,503,034	2,605,516	61.64%

Note: This schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.



**TOWN OF BELLINGHAM, MASSACHUSETTS  
REQUIRED SUPPLEMENTARY INFORMATION  
OTHER POSTEMPLOYMENT BENEFITS  
JUNE 30, 2017**

The following schedules are presented in accordance with GASB Statement No. 74

Schedule of the Town's Proportionate Share of the Net Other Postemployment Benefit Liability

	<u>June 30, 2017</u>
<b>Total OPEB Liability</b>	
Service Cost	\$ 2,771,538
Interest on total OPEB liability, service cost, and benefit payments	1,871,855
Changes of benefit terms	-
Differences between expected and actual experience	-
Changes of assumptions	-
Benefit Payments Including Implicit Costs	(1,284,525)
Net Change in total OPEB liability	3,358,868
Total OPEB liability-beginning	55,461,127
Total OPEB liability-ending (a)	<u>58,819,995</u>
<b>Plan fiduciary net position</b>	
Contributions-employer	1,210,598
Net investment income	1,508
Benefit payments	(1,210,598)
Administrative expenses	-
Net change in plan fiduciary net position	1,508
Plan fiduciary net position - beginning	502,476
Plan fiduciary net position - ending (b)	<u>503,984</u>
<b>Town's net OPEB liability-ending (a)-(b)</b>	<u>\$ 58,316,011</u>
Plan fiduciary net position as a percentage of total OPEB liability	0.86%
Covered-employee payroll	\$ 27,445,923
Plan's net OPEB liability as a percentage of covered-employee payroll	212.48%

**Note:** This schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available

See notes to required supplementary information.

TOWN OF BELLINGHAM, MASSACHUSETTS  
REQUIRED SUPPLEMENTARY INFORMATION  
OTHER POSTEMPLOYMENT BENEFITS  
JUNE 30, 2017

Schedule of the Town's Contribution

	<u>June 30, 2017</u>
Actuarially determined contribution	\$ 5,575,718
Contributions in relation to the actuarially determined contribution	<u>(1,210,598)</u>
Contribution deficiency (excess)	<u>\$ 4,365,120</u>
Covered-employee payroll	\$ 27,445,923
Contributions as a percentage of covered- employee payroll	4.41%

**Note:** This schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

TOWN OF BELLINGHAM, MASSACHUSETTS  
REQUIRED SUPPLEMENTARY INFORMATION  
OTHER POSTEMPLOYMENT BENEFITS  
JUNE 30, 2017

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Schedule of Investment Return

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	<u>June 30, 2017</u>
Annual money-weighted rate of return, net of investment expense	2.75%

**Note:** This schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**  
**OTHER POSTEMPLOYMENT BENEFITS**  
**JUNE 30, 2017**

The following schedules are presented in accordance with GASB Statement No. 45:

Schedules of Funding Progress and Employer Contributions

Projected Schedule of Funding Progress:

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded AAL (UAAL) (b - a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll [(b - a)/c]
7/1/2007	\$ -	\$ 26,373,114	\$ 26,373,114	0.0%	\$ 20,187,489	130.6%
7/1/2008	\$ -	\$ 28,880,529	\$ 28,880,529	0.0%	\$ 21,249,635	135.9%
7/1/2009	\$ -	\$ 32,709,572	\$ 32,709,572	0.0%	\$ 22,648,000	144.4%
7/1/2011	\$ -	\$ 30,634,032	\$ 30,634,032	0.0%	\$ 21,363,804	143.4%
7/1/2013	\$ 250,115	\$ 41,028,677	\$ 40,778,562	0.6%	\$ 24,329,350	167.6%
7/1/2015	\$ 401,364	\$ 51,001,792	\$ 50,600,428	0.8%	\$ 26,646,528	189.9%

Schedule of Employer Contributions:

Year Ended June 30	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Increase in Net OPEB Obligation	Net OPEB Obligation
2008	\$ 2,896,269	25.6%	\$ 2,156,089	\$ 2,156,089
2009	\$ 2,956,183	23.8%	\$ 2,252,798	\$ 4,408,887
2010	\$ 2,915,338	33.6%	\$ 1,936,906	\$ 6,345,793
2011	\$ 2,868,492	35.0%	\$ 1,864,667	\$ 8,210,460
2012	\$ 2,878,755	30.3%	\$ 2,007,140	\$ 10,217,600
2013	\$ 3,020,362	31.8%	\$ 1,809,076	\$ 12,026,676
2014	\$ 4,026,322	27.7%	\$ 2,910,203	\$ 14,936,879
2015	\$ 4,299,156	27.9%	\$ 3,100,187	\$ 18,037,066
2016	\$ 5,086,691	24.4%	\$ 3,846,896	\$ 21,883,962
2017	\$ 5,405,926	22.4%	\$ 4,195,328	\$ 26,079,290

**TOWN OF BELLINGHAM, MASSACHUSETTS**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**  
**OTHER POSTEMPLOYMENT BENEFITS**  
**JUNE 30, 2017**

**Actuarial Methods and Assumptions**

Valuation Date:	Actuarially Determined Contribution was calculated as of June 30, 2017.
Actuarial Cost Method:	Individual Entry Age Normal
Asset-Valuation Method:	Market value of assets as of the reporting date June 30, 2017
Investment Rate of Return	2.75%, net of OPEB plan investment expense, including inflation.
Municipal Bond Rate:	3.13% as of June 30, 2017 (source: S&P Municipal Bond 20 year high grade index - SAPIHG)
Single Equivalent Discount Rate:	3.25% net of OPEB plan investment expense, including inflation. Using a blend of the Municipal Bond Index Rate for unfunded periods and the Investment Rate of Return for funded periods, based on GASB No. 74 implementation Guide Exposure Draft; IG ED 4.136.
Inflation:	2.75% as of June 30, 2017 and for future periods
Salary Increases:	3.00% annually as of June 30, 2017 and for future periods
Cost of Living Adjustment	Not Applicable
Pre-Retirement Mortality:	RP-2000 Employees Mortality Table projected generationally with scale BB and a base year 2009 for males and females
Post-Retirement Mortality:	RP-2000 Healthy Annuitant Mortality Table projected generationally with scale BB and a base year 2009 for males and females
Disabled Mortality:	RP-2000 Healthy Annuitant Table projected generationally with scale BB and a base year 2012 for males and females
Mortality Experience Study:	The mortality assumptions reflect PERAC's recent experience analysis published in 2014 (based on the years 2006-2011), updated to reflect data through January 1, 2015 for post-retirement mortality, and professional judgement. As such, mortality assumptions reflect observed current mortality as well as expected mortality improvements.



TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION  
OTHER POSTEMPLOYMENT BENEFITS  
JUNE 30, 2017

Actuarial Methods and Assumptions

*Plan Membership* – The following table represents the Plan's membership as of June 30, 2015:

Active members	471
Inactive members currently receiving benefits	<u>262</u>
Total	<u><u>733</u></u>

**TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION  
OTHER POSTEMPLOYMENT BENEFITS  
JUNE 30, 2017**

**Pension Plan Schedules**

**A. Schedule of the Town's Proportionate Share of the Net Pension Liability**

The Schedule of Town's Proportionate Share of the Net Pension Liability details the allocated percentage of the net pension liability; the proportionate share of the net pension liability, and the covered employee payroll. It also demonstrates the net position as a percentage of the pension liability and the net pension liability as a percentage of covered payroll.

**B. Schedule of Town's Contribution**

Governmental employees are required to pay an annual appropriation as established by PERAC. The appropriation includes the amounts to pay the pension portion of each member's retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the System's funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The appropriations are payable on July 1, and January 1. The Town may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual contributions may be less than the "total appropriation". The pension fund appropriation is allocated to the Town based on covered payroll.

**C. Schedule of the Commonwealth's Collective amounts of the Net Pension Liability**

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. This Schedule discloses the Commonwealth's 100% share of the collective net pension liability that is associated with the Town; the portion of the collective pension expense as both a revenue and pension expense recognized by the Town; and the Plan's fiduciary net position as a percentage of the total pension liability.

**Other Postemployment Benefits Schedules**

**A. Schedule of the Town's Proportionate Share of the Net Other Postemployment Benefit Liability**

The Schedule of the Town's Proportionate Share of the Net Other Postemployment Benefit Liability details the Plan's net other postemployment benefit liability and the covered employee payroll. It also demonstrates the Plan's net position as a percentage of the total liability and the Plan's net other postemployment benefit liability as a percentage of covered payroll.

**B. Schedule of the Town's Contribution**

The Schedule of the Town's contribution includes the Town's annual required contribution to the plan, along with the contribution made in relation to the actuarially determined contribution and the covered employee payroll. The Town is not required to fully fund this contribution. The schedule also demonstrates the contributions as a percentage of covered payroll.

**TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION  
OTHER POSTEMPLOYMENT BENEFITS  
JUNE 30, 2017**

**C. Schedule of Investment Return**

The Schedule of Investment Return includes the money-weighted investment return on the Plan's other postemployment assets, net of investment expense.

**D. Schedules of Funding Progress and Employer Contributions**

The Schedule of Funding Progress presents multi-year trend information which compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated assets and the Schedule of Employer Contributions presents multi-year trend information for the Town's required and actual contributions relating to the plan.

**E. Actuarial Methods and Assumptions**

The actuarial methods and assumptions presents factors that significantly affect the identification of trends in the amount reported.



**TOWN OF BELLINGHAM, MASSACHUSETTS**

INDEPENDENT AUDITORS' REPORT AS  
REQUIRED BY UNIFORM GUIDANCE  
AND *GOVERNMENT AUDITING STANDARDS*  
AND RELATED INFORMATION

FOR THE YEAR ENDED JUNE 30, 2017



TOWN OF BELLINGHAM, MASSACHUSETTS

INDEPENDENT AUDITORS' REPORT AS REQUIRED BY UNIFORM GUIDANCE  
AND *GOVERNMENT AUDITING STANDARDS* AND RELATED INFORMATION  
FOR THE YEAR ENDED JUNE 30, 2017

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## REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE

### INDEPENDENT AUDITOR'S REPORT

To the Honorable Board of Selectmen  
Town of Bellingham, Massachusetts

#### *Report on Compliance for Each Major Federal Program*

We have audited the Town of Bellingham Massachusetts's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the Town of Bellingham Massachusetts's major federal programs for the year ended June 30, 2017. The Town of Bellingham Massachusetts's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

#### *Management's Responsibility*

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

#### *Auditor's Responsibility*

Our responsibility is to express an opinion on compliance for each of the Town of Bellingham, Massachusetts's major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Town of Bellingham, Massachusetts's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal programs. However, our audit does not provide a legal determination of the Town of Bellingham, Massachusetts's compliance.

### ***Opinion on Each Major Federal Program***

In our opinion, the Town of Bellingham, Massachusetts complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the major federal programs for the year ended June 30, 2017.

### ***Other Matters***

The results of our auditing procedures disclosed an instance of noncompliance which is required to be reported in accordance with the Uniform Guidance and which is described in the accompanying schedule of findings and questioned costs as item 2017-001. Our opinion on the major federal programs is not modified with respect to this matter.

The Town of Bellingham, Massachusetts's response to the noncompliance finding is identified in our audit and is described in the accompanying schedule of findings and questioned costs. The Town of Bellingham, Massachusetts's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

### **Report on Internal Control over Compliance**

Management of the Town of Bellingham, Massachusetts is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Town of Bellingham, Massachusetts's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal programs to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the major federal programs and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Town of Bellingham, Massachusetts's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

#### **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Bellingham, Massachusetts, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town of Bellingham, Massachusetts basic financial statements. We issued our report thereon dated August 10, 2018, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Respectfully,



Certified Public Accountants

August 10, 2018

TOWN OF BELLINGHAM, MASSACHUSETTS  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2017

FEDERAL GRANTOR/PASS-THROUGH GRANTOR/PROGRAM OR CLUSTER TITLE	FEDERAL CFDA NUMBER	GRANTOR/ PASS-THROUGH ENTITY IDENTIFYING NUMBER	AMOUNT PASSED THROUGH TO SUB-RECIPIENTS	FEDERAL EXPENDITURES
U.S. DEPARTMENT OF EDUCATION				
SPECIAL EDUCATION CLUSTER: PASS-THROUGH PROGRAMS FROM: MASSACHUSETTS EXECUTIVE OFFICE OF EDUCATION DEPARTMENT OF ELEMENTARY & SECONDARY EDUCATION (DESE)				
SPECIAL EDUCATION GRANTS TO STATES: PL 94-142 - FY 2017	84.027	240-100150-2017-0025	\$ -	\$ 649,159
SPECIAL EDUCATION GRANTS TO STATES: PL 94-142 - FY 2016	84.027	240-004-7-0025-R	-	51,411
SPED PROGRAM IMPROVEMENT - FY 2017	84.027	274-0011-7-0025-R	-	16,689
TOTAL PASS-THROUGH PROGRAMS FROM : DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION (DESE)			-	723,259
PASS-THROUGH PROGRAM FROM: MASSACHUSETTS EXECUTIVE OFFICE OF EDUCATION - DEPARTMENT OF EARLY EDUCATION & CARE (EEC)				
EARLY CHILDHOOD ALLOCATION - FY 2017	84.173	26217BellinghamPub	-	28,737
TOTAL SPECIAL EDUCATION CLUSTER			-	751,996
PASS-THROUGH PROGRAMS FROM: MASSACHUSETTS EXECUTIVE OFFICE OF EDUCATION DEPARTMENT OF ELEMENTARY & SECONDARY EDUCATION (DESE)				
TITLE I - FY 2017	84.010	305-097661-2017-0025	-	172,839
TITLE I - FY 2016	84.010	305-070206-2016-0025	-	31,119
TOTAL TITLE I GRANTS TO LOCAL EDUCATION AGENCIES			-	209,958
TEACHER QUALITY - FY 2017	84.367	140-094124-2017-0025	-	42,047
TOTAL PASS-THROUGH PROGRAMS FROM : DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION (DESE)			-	252,005
TOTAL U.S. DEPARTMENT OF EDUCATION			-	1,004,001
U.S. DEPARTMENT OF AGRICULTURE				
CHILD NUTRITION CLUSTER: PASS-THROUGH PROGRAMS FROM: MASSACHUSETTS EXECUTIVE OFFICE OF EDUCATION DEPARTMENT OF ELEMENTARY & SECONDARY EDUCATION (DESE) - BUREAU OF NUTRITION				
NATIONAL SCHOOL BREAKFAST PROGRAM	10.555		-	38,974
NATIONAL SCHOOL LUNCH PROGRAM	10.555		-	236,664
COMMODITY SUPPLEMENTAL FOOD PROGRAM	10.555		-	30,855
TOTAL NATIONAL SCHOOL LUNCH PROGRAM			-	267,489
TOTAL CHILD NUTRITION CLUSTER-A1			-	306,463
TOTAL U.S. DEPARTMENT OF AGRICULTURE			-	306,463
U.S. DEPARTMENT OF HOMELAND SECURITY				
PASS-THROUGH PROGRAM FROM: MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY				
EMERGENCY MANAGEMENT PERFORMANCE GRANT - FY 2015	97.042		-	154,993
TOTAL U.S. DEPARTMENT OF HOMELAND SECURITY			-	154,993
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT				
PASS-THROUGH PROGRAM FROM: MASSACHUSETTS EXECUTIVE OFFICE OF HOUSING AND COMMUNITY DEVELOPMENT				
COMMUNITY DEVELOPMENT BLOCK GRANT	14.218	CDBG CDF II	-	560,751
TOTAL U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT			-	560,751
TOTAL EXPENDITURES OF FEDERAL AWARDS			\$ -	\$ 2,026,208

SEE ACCOMPANYING NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS



**TOWN OF BELLINGHAM, MASSACHUSETTS  
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2017**

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Accounting policies and financial reporting practices permitted for municipalities in Massachusetts are prescribed by the Uniform Municipal Accounting System (UMAS) promulgated by the Commonwealth of Massachusetts Department of Revenue. The significant accounting policies followed by the Town are as follows:

**A. Basis of Presentation**

The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the federal award activity of the Town of Bellingham, Massachusetts under programs of the federal government for the year ended June 30, 2017. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Town of Bellingham, Massachusetts, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Town of Bellingham, Massachusetts.

The accompanying Schedule of Expenditures of Federal Awards is presented on the modified accrual basis whereby revenue is recognized when it becomes available and measurable. Accordingly expenditures are recognized when the liability is incurred. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

**II. SCOPE OF AUDIT**

The Town of Bellingham, Massachusetts (the Town) is a governmental agency established by the laws of the Commonwealth of Massachusetts. All operations related to the Town's Federal grant programs, (the Department of Agriculture, Department of Education, Department of Homeland Security, Department of Housing, and Urban Development), are included in the scope of the Uniform Guidance Audit Requirements for audits of state and local governments (the Single Audit). The U.S. Department of Education has been designated as the Town's oversight agency for the Single Audit.

**III. PERIOD AUDITED**

Single audit testing procedures were performed for Town Federal grant transactions during the year ended June 30, 2017.

**IV. SCHOOL LUNCH PROGRAM**

The Town accounts for local, state and federal expenditures of the National School Lunch and School Breakfast programs in one combined fund. Program expenditures in the accompanying Schedule of Expenditures of Federal Awards represent federal reimbursements for meals provided during fiscal 2017. Contributions of noncash assistance commodities under the Food Distribution program are received under a State distribution formula and are valued at federally published wholesale prices for purposes of this schedule.

## **V. SUBRECIPIENTS**

The Town of Bellingham, Massachusetts passed no federal awards through to sub-recipients during the period under audit.

## **VI. IN DIRECT COST RATE**

The Town of Bellingham, Massachusetts has elected not to use the 10-percent de minimis indirect cost rate as allowed under Uniform Guidance.

## **VII. PUBLIC ASSISTANCE GRANTS**

Program expenditures represent federal reimbursement for eligible disaster assistance costs that were incurred in the current fiscal year or prior years.

# R. E. BROWN & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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## REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

### INDEPENDENT AUDITOR'S REPORT

To the Honorable Board of Selectmen  
Town of Bellingham, Massachusetts

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Bellingham, Massachusetts, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town of Bellingham Massachusetts's basic financial statements, and have issued our report thereon dated August 10, 2018.

#### *Internal Control over Financial Reporting*

In planning and performing our audit of the financial statements, we considered the Town of Bellingham, Massachusetts's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Bellingham, Massachusetts's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Bellingham, Massachusetts's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

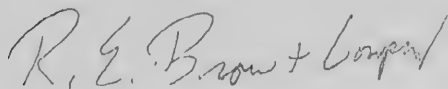
### *Compliance and Other Matters*

As part of obtaining reasonable assurance about whether the Town of Bellingham, Massachusetts's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### *Purpose of this Report*

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully,



Certified Public Accountants

August 10, 2018

**TOWN OF BELLINGHAM, MASSACHUSETTS  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2017**

**A. SUMMARY OF AUDITOR'S RESULTS**

**Financial Statements**

Type of Auditors' Report Issued: \_\_\_\_\_ Unmodified Opinion

Internal Control over Financial Reporting:

- Material Weakness(es) Identified? \_\_\_\_\_ Yes   X   No
- Significant Deficiency(ies) Identified? \_\_\_\_\_ Yes   X   No

Noncompliance Material to the Financial Statements Noted? \_\_\_\_\_ Yes   X   No

**Federal Awards**

Internal Control over Major Programs:

- Material Weakness(es) Identified? \_\_\_\_\_ Yes   X   No
- Significant Deficiency(ies) Identified? \_\_\_\_\_ Yes   X   No

Type of Auditors' Report Issued on Compliance for the Major Programs: \_\_\_\_\_ Unmodified Opinion

Any Audit Findings Disclosed that are Required to be  
Reported in Accordance with Uniform Guidance? \_\_\_\_\_ X \_\_\_\_\_ Yes \_\_\_\_\_ No

Identification of the Major Programs:

<u>CFDA No.</u>	<u>Name of Federal Programs or Clusters</u>
84.027 & 84.173	Special Education Cluster
10.553 & 10.555	Child Nutrition Cluster

Dollar Threshold used to Distinguish Between Type A and  
Type B Programs:

\$ 750,000

Auditee Qualified as Low-Risk Auditee? \_\_\_\_\_ Yes   X   No

**B. FINDINGS – BASIC FINANCIAL STATEMENT AUDIT – NONE.**



**TOWN OF BELLINGHAM, MASSACHUSETTS  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2017**

**C. CURRENT YEAR FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD  
PROGRAM AUDIT**

**Department of Education**

*Finding 2017-001* – Special Education Cluster – CFDA No.'s 84.027 & 84.173; Grant period:  
Year Ended June 30, 2017

Massachusetts Department of Elementary and Secondary Education and the Massachusetts  
Department of Early Education and Care

*Criteria:* Where employees work solely or partially on a single Federal program or cost objective, their salaries or wages must be supported by periodic certification that the employee worked on these programs for the period covered by the programs. The certifications should be prepared monthly or semi-annually, and should be signed by the employee or supervisory official having first-hand knowledge of the work performed by the employee.

*Condition:* During our test of controls over compliance with time and effort certifications the school department was not able to provide evidence that the required monthly/semi-annual certifications of time and effort for those employees whose time was spent on these programs were performed as required by Uniform Guidance.

*Questioned Costs:* None

*Context:* During our test of payroll transactions of the SPED PL 94-142 grant there was a instance noted that the time and effort certification was not completed.

*Effect:* Bellingham Public Schools was not in compliance with the time and effort certification requirements.

*Cause:* We are required to submit time and effort certifications for all employees paid within the grant. One employee, a long term substitute, did not fill out the certification form.

*Identification as a Repeat Finding:* This is not a repeat finding.

**TOWN OF BELLINGHAM, MASSACHUSETTS  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2017**

**CURRENT YEAR FINDINGS AND QUESTIONED COSTS – CONTINUED**

***Recommendation:*** We recommend the School Department follow procedures to ensure that semi-annual certifications and or monthly certifications are prepared and signed by either the employees and/or supervisory official having first-hand knowledge of the work performed by the employees in a timely manner in order to comply with the time and effort certification requirement.

***Management Response:*** Reminders have been sent out – and will continue to be sent out periodically – that all employees – including long term substitutes are required to fill out time and effort certification forms.

**TOWN OF BELLINGHAM, MASSACHUSETTS  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2017**

**D. PRIOR YEAR FINDINGS & QUESTIONED COSTS**

Noncompliance and Significant Deficiency Related to Internal Control over Compliance of the Major Programs

***Finding 2016-001*** – Child Nutrition Cluster – CFDA No.’s 10.553, & 10.555; Capitalization Grant for Drinking Water – CFDA No. 66.468; Grant period: Year Ended June 30, 2016

***Condition:*** Although the Town of Bellingham, Massachusetts has designed and implemented many internal controls in administering federal award programs, the Town of Bellingham, Massachusetts has not documented their internal control system over federal awards.

***Criteria:*** Title 2 U.S. Code of Federal Regulations Part 200, Subparts D and E (2 CFR sections 200.300 and 200.400, respectively) Uniform Administrative Requirements, Cost Principles, and Requirements for Federal Awards (Uniform Guidance), states that nonfederal entities must establish and maintain effective internal controls over federal awards that provides the nonfederal entity is managing the federal award in compliance with federal statutes, regulations, and the terms of the federal award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government”, issued by the Comptroller General of the United States and the “Internal Control Integrated Framework”, issue by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

***Context:*** The Town of Bellingham, Massachusetts has designed and implemented many internal controls in administering federal award programs, which we tested and verified. However, the Town of Bellingham, Massachusetts has not documented their internal control system over federal awards.

***Effect:*** Lack of written documentation of internal control policies and procedures may lead to situations of noncompliance with federal requirements for allowable costs, cash management, etc.

***Questioned Costs:*** None

***Cause:*** The Finance department has an active list of policies to either be reviewed or documented. Although great strides have been made in reviewing and documenting such policies, there are several still in development, including the newly required policy regarding internal controls on federal awards.

***Recommendation:*** We recommend that the Town of Bellingham, Massachusetts establish written policies and procedures for administering federal grant awards.

**TOWN OF BELLINGHAM, MASSACHUSETTS  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2017**

**PRIOR YEAR FINDINGS & QUESTIONED COSTS - CONTINUED**

*Finding 2016-001* – Child Nutrition Cluster – CFDA No.’s 10.553, & 10.555; Capitalization Grant for Drinking Water – CFDA No. 66.468; Grant period: Year Ended June 30, 2016 – (continued)

*Managements Response:* In addition to regularly executing the internal controls over grant awards, the Finance department is reprioritizing its policies to be reviewed and documented so that the required policy regarding internal controls on federal awards is completed and accepted by June 30, 2017.

*Status:* The finding was resolved in FY 2017.





Town of Bellingham  
Expenditure Summary

Fiscal Year: 2018 to 2018

DEPARTMENT	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Account Balance
114 TOWN MEETING MODERATOR	350	0	0	0	350
122 SELECTMEN	120,811	0	0	112,555	8,256
123 TOWN ADMINISTRATOR	175,538	0	0	171,739	3,799
131 FINANCE COMMITTEE	5,395	0	0	4,776	619
132 RESERVE FUND	25,000	0	0	0	25,000
135 CHIEF FINANCIAL OFFICER	298,939	0	0	274,972	23,967
137 ASSESSORS	144,061	0	0	138,232	5,829
145 TREASURER_COLLECTOR	313,986	0	0	282,466	31,520
151 TOWN COUNSEL	85,000	0	0	85,000	0
152 HUMAN RESOURCES	100,126	0	0	95,220	4,906
154 MANAGEMENT INFORMATION SYSTEM	398,297	0	0	397,872	425
156 TAX TITLE FORECLOSURE	0	25,000	0	21,796	3,205
161 TOWN CLERK	116,477	0	0	112,184	4,293
162 ELECTIONS	51,200	0	0	32,874	18,326
163 REGISTRATION	12,400	0	0	8,912	3,488
171 CONSERVATION COMMISSION	69,320	0	0	60,554	8,766
172 PLANNING BOARD	98,193	0	0	96,344	1,849
173 ZONING BOARD OF APPEALS	8,597	0	0	7,157	1,440
183 COMMISSION ON DISABILITY	2	0	0	0	2
189 PUBLIC BUILDINGS MAINTENANCE	288,635	4,963	0	284,312	9,286
190 OTJ INJURY FOR DEDUCTIBLE	14,000	0	0	13,933	67
196 TOWN REPORTS	3,000	0	0	1,825	1,175
197 PHYSICAL/OCCUPATIONAL HEALTH	37,000	0	0	30,952	6,048
<b>_Total_GENERAL GOVT</b>	<b>2,366,327</b>	<b>29,963</b>	<b>0</b>	<b>2,233,674</b>	<b>162,616</b>
210 POLICE DEPARTMENT	3,312,666	0	0	3,268,770	43,896
220 FIRE DEPARTMENT	2,952,032	0	0	2,785,695	166,337
251 TOWN INSPECTOR	150,659	0	0	140,738	9,921
253 INSPECTOR OF PLUMBING AND GAS	30,651	0	0	29,253	1,398
255 ELECTRICAL INSPECTOR	29,995	0	0	26,790	3,205
292 ANIMAL CONTROL	135,301	0	0	124,121	11,180
294 TREE WARDEN	30,200	0	0	27,528	2,672
299 AUXILIARY POLICE	5,817	0	0	4,142	1,675
<b>_Total_PUBLIC SAFETY</b>	<b>6,647,321</b>	<b>0</b>	<b>0</b>	<b>6,407,037</b>	<b>240,284</b>
300 SCHOOL DEPARTMENT	24,798,397	0	113,174	24,683,779	1,444
302 BLACKSTONE VALLEY VOCATIONAL	1,017,089	0	0	1,017,089	0
303 SCHOOL TRANSPORTATION	2,137,591	-59,700	64,645	1,857,800	155,446
<b>_Total_EDUCATION</b>	<b>27,953,077</b>	<b>-59,700</b>	<b>177,819</b>	<b>27,558,668</b>	<b>156,890</b>
421 HIGHWAY ADMINISTRATION	69,182	0	0	64,301	4,881
422 HIGHWAY CONSTRUCTION/MAINT	595,404	54,926	0	623,769	26,561
423 SNOW AND ICE REMOVAL	260,000	350,000	0	610,000	0
424 STREET LIGHTING	150,000	6,000	0	155,797	203
425 HIGHWAY EQUIPMENT MAINTENANCE	122,000	15,074	0	137,074	0
426 GAS AND OIL	130,000	0	0	130,000	0
433 SOLID WASTE	75,900	0	0	64,057	11,843
439 SANITARY LANDFILL	10,000	0	0	8,809	1,191
490 STORMWATER MANAGEMENT	502,882	-70,000	0	386,241	46,641
491 CEMETERY DEPARTMENT	7,900	0	0	7,872	28
<b>_Total_PUBLIC WORKS</b>	<b>1,923,268</b>	<b>356,000</b>	<b>0</b>	<b>2,187,920</b>	<b>91,348</b>

Town of Bellingham  
Expenditure Summary

Fiscal Year: 2018 to 2018

<u>DEPARTMENT</u>	<u>Appropriation</u>	<u>Appropri Adj</u>	<u>Encumbrances</u>	<u>Expenditures</u>	<u>Account Balance</u>
510 BOARD OF HEALTH	131,207	1,700	0	130,539	2,368
541 COUNCIL ON AGING	168,995	0	0	160,679	8,316
543 VETERANS SERVICES	120,600	12,000	0	131,828	772
549 VETERANS GRAVE AGENT	250	0	0	0	250
<u>_Total_HEALTH &amp; HUMAN SERVICES</u>	<u>421,052</u>	<u>13,700</u>	<u>0</u>	<u>423,046</u>	<u>11,706</u>
610 LIBRARY	569,003	0	0	570,099	-1,096
630 PARKS AND RECREATION	205,550	0	0	199,732	5,818
650 HISTORICAL COMMISSION	4,500	37	0	4,537	0
651 CULTURAL COUNCIL	7,500	0	0	7,500	0
660 MEMORIAL DAY/VETERANS	12,000	0	0	11,437	563
<u>_Total_CULTURE &amp; RECREATION</u>	<u>798,553</u>	<u>37</u>	<u>0</u>	<u>793,305</u>	<u>5,285</u>
750 DEBT SERVICE - PRINC & INT PAYMENTS	5,304,954	0	0	5,257,013	47,941
<u>_Total_DEBT SERVICE</u>	<u>5,304,954</u>	<u>0</u>	<u>0</u>	<u>5,257,013</u>	<u>47,941</u>
800 STATE/COUNTY ASSESSMENTS	0	1,600,705	0	1,609,367	-8,662
<u>_Total_STATE ASSESSMENTS</u>	<u>0</u>	<u>1,600,705</u>	<u>0</u>	<u>1,609,367</u>	<u>-8,662</u>
193 PROPERTY & LIABILITY INSURANCE	435,059	0	0	434,203	856
<u>_Total_RISK MANAGEMENT</u>	<u>435,059</u>	<u>0</u>	<u>0</u>	<u>434,203</u>	<u>856</u>
194 RETIREMENT ASSESSMENT	2,914,085	0	0	2,914,085	0
195 MEDICARE/EMPLOYER SHARE	426,300	35,000	0	452,022	9,278
<u>_Total_EMPLOYEE BENEFITS</u>	<u>3,340,385</u>	<u>35,000</u>	<u>0</u>	<u>3,366,107</u>	<u>9,278</u>
917 PRIOR YEAR UNPAID BILLS	0	816	0	816	0
921 BROUGHT FORWARD ARTICLES	0	467,560	0	405,047	62,514
923 FY18 ARTICLES	0	591,615	0	313,957	277,657
<u>_Total_ARTICLES</u>	<u>0</u>	<u>1,059,991</u>	<u>0</u>	<u>719,820</u>	<u>340,171</u>
992 TRANSFER TO GROUP INS TRUST	6,600,000	0	0	6,600,000	0
<u>_Total_TRANSFERS &amp; OTHER FINANCING USES</u>	<u>6,600,000</u>	<u>0</u>	<u>0</u>	<u>6,600,000</u>	<u>0</u>
<b>Grand Total</b>	<b>55,789,996</b>	<b>3,035,696</b>	<b>177,819</b>	<b>57,590,161</b>	<b>1,057,712</b>

## TOWN OF BELLINGHAM

## FY2018 - ISSUED AND OUTSTANDING LONG TERM DEBT

ISSUED	GENERAL FUND	DEBT LIMIT	OUTSTANDING	PRINCIPAL	INTEREST	TOTAL	OUTSTANDING
			PRINCIPAL	PAYMENT	PAYMENT	PAYMENT	PRINCIPAL
			6/30/2017	FY18	FY18	FY18	6/30/2018
3/1/2010	HIGH SCHOOL	OUTSIDE	8,185,000	1,930,000	305,750	2,235,750	6,255,000
9/15/2011	MIDDLE SCHOOL RENOVATIONS	OUTSIDE	3,745,000	700,000	142,800	842,800	3,045,000
4/15/2005	TOWN HALL	INSIDE	480,000	60,000	20,250	80,250	420,000
4/15/2005	LAND ACQUISITION	INSIDE	440,000	55,000	18,562	73,562	385,000
3/1/2010	SENIOR CENTER	INSIDE-BLDC	170,000	45,000	6,400	51,400	125,000
5/15/2008	PULASKI SEWER	INSIDE	275,000	25,000	10,875	35,875	250,000
5/15/2008	PULASKI LAND ACQUISITION	INSIDE	180,000	20,000	7,100	27,100	160,000
11/16/2005	TITLE V - SEPTIC LOAN III	OUTSIDE	135,000	15,000		15,000	120,000
6/13/2012	TITLE V - SEPTIC LOAN IV	OUTSIDE	160,478	9,918		9,918	150,560
5/18/2008	PULASKI BLVD ROADWAY	INSIDE	-	-	-	-	-
5/15/2008	KEOUGH ROOF	INSIDE	15,000	15,000	600	15,600	-
7/1/2004	TITLE V - SEPTIC LOAN III	OUTSIDE	60,296	9,972	2,766	12,738	50,324
8/1/2001	TITLE V - SEPTIC LOAN I	OUTSIDE	31,263	10,421	1,472	11,893	20,842
11/8/2012	ROAD IMPROVEMENTS (\$4M)	INSIDE	2,850,000	285,000	54,150	339,150	2,565,000
11/8/2012	ROAD IMPROVEMENTS (\$1M)	INSIDE	700,000	70,000	13,300	83,300	630,000
5/22/2013	TITLE V - SEPTIC LOAN	OUTSIDE	240,000	15,000		15,000	225,000
11/28/2012	MIDDLE SCHOOL BOILER	OUTSIDE	150,000	15,000	2,850	17,850	135,000
9/4/2014	POLICE STATION I	INSIDE	700,000	25,000	24,819	49,819	675,000
9/4/2014	POLICE STATION II	INSIDE	5,625,000	220,000	199,288	419,288	5,405,000
9/4/2014	FIRE PUMPER	INSIDE	480,000	30,000	17,800	47,800	450,000
9/4/2014	HS ATHLETIC FIELD	INSIDE	1,185,000	85,000	46,075	131,075	1,100,000
9/4/2014	ROAD IMPROVEMENTS	INSIDE	440,000	30,000	17,150	47,150	410,000
9/19/2016	PEARL ST DAM	OUTSIDE	304,200	15,600			288,600
4/13/2017	TITLE V-1036-E	OUTSIDE	300,000	14,786			285,214
			26,851,237	3,700,697	892,007	4,562,318	23,150,540

ISSUED	WATER	DEBT LIMIT	OUTSTANDING	PRINCIPAL	INTEREST	TOTAL	OUTSTANDING
			PRINCIPAL	PAYMENT	PAYMENT	PAYMENT	PRINCIPAL
			6/30/2017	FY18	FY18	FY18	6/30/2018
5/15/2008	GROVE ST STANDPIPE REHAB	OUTSIDE	450,000	50,000	17,750	67,750	400,000
5/15/2008	PULASKI BLVD-WATER MAINS	OUTSIDE	440,000	35,000	17,425	52,425	405,000
5/15/2008	PULASKI BLVD-WATER MAINS	OUTSIDE	295,000	30,000	11,650	41,650	265,000
4/15/2005	WATER 2-AUXILIARY POWER	OUTSIDE	120,000	15,000	5,062	20,062	105,000
4/15/2005	WATER 1-BLACKSTONE, S MAIN MAINS	OUTSIDE	80,000	10,000	3,375	13,375	70,000
9/4/2014	WATER TREATMENT PLANT I	OUTSIDE	170,000	5,000	6,144	11,144	165,000
9/4/2014	WATER TREATMENT PLANT II	OUTSIDE	700,000	25,000	24,819	49,819	675,000
9/4/2014	WATER TREATMENT PLANT III	OUTSIDE	1,085,000	45,000	38,338	83,338	1,040,000
9/4/2014	WATER TREATMENT PLANT DESIGN/ENGINE	INSIDE	55,000	5,000	2,125	7,125	50,000
9/4/2014	WATER FACILITIES MCWT DW-13-11	OUTSIDE	12,762,003	549,691	255,240	804,931	12,212,312
			16,157,003	769,691	381,928	1,151,619	15,387,312
TOTAL			43,008,240	4,470,388	1,273,935	5,713,937	38,537,852





# Town of Bellingham

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OFFICE OF THE  
*Fire Department*

January 20, 2019

## REPORT OF THE FIRE DEPARTMENT

### PERMANENT PERSONNEL

Fire Chief Steven P. Gentile\*  
Deputy Mark Poirier\*  
Capt. Joseph Robidoux\* (I.T. officer)  
Capt. Dan Donovan\*\* (Fire prevention)  
Sec. Debby Delarda

### LIEUTENANTS

Christopher Mach\*\*, Chris Milot\*\*, Joseph Altomonte \*\*, Neil  
Coakley\*\*, Greg Prew\*\*, John Glennon\*\*, Victor DaCosta\*\*, Jason  
Bangma\*\*

### PRIVATEES

Joseph Manning\*, James Perry\*\*, Bethany Cloutier\*\*, Christopher  
Kent\*\* Robert Provost III\*\*, Brad Kwatcher\*\*, Mark Lister\*\*,  
Benjamin Connell\*\*, Joshua Sables\*\*, Daniel Viveiros\*\*, Bria  
Adams\*\*, Andrew Calzone\*\*, Alyssa Marcoux\*\*

*\* denotes Emergency Medical Technician*

*\*\*denotes Paramedic*

### **FIRE DEPARTMENT ACTIVITY**

Total activity for 2018 was 6052 calls for service. 2330 Ambulance calls, 2509 fire calls 1213 Inspections and plan reviews. The total is inclusive of these. 1311 Permits were issued in the amount of \$ 74,829.

### **INSPECTIONS AND PERMITS**

Several tenants moved into the Bellingham Commons II plaza at 191 Mechanic St as well as at 799 South Main Street after inspections were completed. There are several construction projects underway including several new tenants at the three major plazas on Hartford Ave. The residential development on Pulaski Blvd and Crystal Way are well underway and many homes are occupied. Victory packaging is in the process of building more large commercial buildings By the Campanili firm at the corner of Maple and High streets.

Several housing development plans have been submitted for review and are at various stages of review at the Planning and Zoning Boards.

As I suggested the last three years, a staffing plan to increase personnel and staff a fire station in North Bellingham area is going to need to be addressed. The Town should have the developer contribute funding to address the needs for the North end of town.

It is a proven fact that inspection of businesses throughout the year by fire personnel has helped keep the incidents of fire in these establishments to a minimum. All local businesses are to be commended for their cooperation in trying to make their places of business violation free for the safety of their employees and patrons.

### **FIRE PREVENTION, PUBLIC SAFETY, AND EDUCATION**

All schools were inspected and the required four fire drills were held. Public Education Co-coordinator Brad Kwatcher continues to go to the elementary schools to reinforce the "Learn Not to Burn" and the World Series of Fire Prevention curriculums. The cooperation of the teaching staff and the School Administration has been superb allowing the program to be successful. A S.A.F.E. grant for FY 2012 in the amount of \$5,265 was awarded in December and Chief Gentile secured the S.A.F.E. Grant for FY 13 in the amount of \$5,265 the SAFE grant for 2014 of \$7,700 as well as the Safe Grant for 2015 and 2016 for \$8,018 and \$7700 for 2017, and \$7700 in 2018.



The program for high school seniors was continued again this year. The program covered fire hazards of college dormitory living.

In 2019 the Fire Safety trailer will be brought to all of the Town's elementary schools to provide a simulation of fire hazards in the home as well as to have the students learn to crawl under "smoke" and safely exit the trailer. The program will take place under the direction of P.V.T. Brad Kwatcher and other department members. As Chief I would like to thank Brad for his time he has devoted to the education of our school aged children. He has also stepped up to teach or senior population in fire safety as well.

In addition to the above program a "Mock Accident" was conducted for the senior class. It was well received and touched upon the problem of drinking and driving. I want to thank all who participated including high school staff, students, Cartier Funeral Home and the District Attorney's office. It was a realistic portrayal from the extrication of the "victims", transportation in a hearse, wake, funeral, etc. I hope that all students came away with a better understanding of how this affects all involved including family, classmates, and teachers.

The ride to school auction item for the PTO is working well and I am glad to offer this.

The department participated in demonstrations at Home Depot, Wal-Mart, Bob's Store, Goddard School, Old Navy and the Santa program in association with the Lions Club.

An open house was held at the Fire Station for all to come and meet the firefighters as well as participate in fire related activities. Approximately 3,200 residents came out and a great time was had by all.

Members of the National Honor Society were trained in CPR in October under the direction of Deputy Poirier and Chief Gentile.

The Chief wishes to caution all residents with woodstoves and other solid Fuel heating devices that maintenance and periodic cleaning of these and Other heating device is critical. Residents are also cautioned against Placing hot ashes into combustible containers as well as placing combustibles too close to hot surfaces. Never use flammable or combustible liquids to light a fire in a woodstove or fireplace.

The Chief wishes to remind residents that fire personnel are available to speak at meetings of various social and professional groups. To obtain a speaker call the fire station at 966-1112 several weeks in advance of the

desired date to make arrangements with the Chief.

## **VEHICLES, PERSONNEL, EQUIPMENT AND TRAINING**

Personnel received training for recertification requirements

Under the direction of ALS Co-coordinator James Perry, Chris Mach and EMS Coordinator Daniel Vivieros.

Department members participated in educational classes at the Mass. Firefighting Academy.

All personnel were trained throughout the year by Captain Robidoux who put together a strenuous training program.

Rope Rescue and Confined Space training was held for department by Heavy Rescue, Inc. as instructors. The training was held at the Depot Street Power Plant. The class was paid for by the Power Plant and was instructed by members of Heavy Rescue INC.

The department encourages businesses to consider purchasing a Knox Box for their respective businesses. This method of key control allows fire department personnel access to the business in off-hours to provide emergency services.

The South Fire Station remains open full time on and continues to be very busy serving our residents in the South section of town. Rescue calls were split, 53.2% from Headquarters with 46.8% coming from Station 1 in South Bellingham. Renovations to the station will be forthcoming.

## **BUILDINGS**

With the commercial growth in the north end of Town some consideration may need to be given to relocating the main headquarters further north and staffing the South Station fully to allow coverage to all sections of town.

## OTHER

The Chief urges residents to install, maintain, and periodically test smoke and carbon monoxide detectors. It has been proven time and time again that the early warning provided by smoke detectors helps in allowing occupants time to escape. It also results in earlier notification of the fire and may help in reducing fire damage.

I would like to say to the residents of Bellingham, that I as Chief am very proud of the men and women of the Bellingham Fire Department. I respect the effort they all put in day in and day out sometimes in some deplorable conditions. I want to also thank the Executive Board of local 2071 for their patience and understanding and look forward to working with them in the upcoming year.

In closing, I wish to thank the Board of Selectmen, Town Administrator Denis Fraine, Police, DPW and all other Town Departments and Boards for their assistance whenever called upon. Particular appreciation goes to Deputy Poirier, Captain Joe Robidoux, Captain Donovan, Deb Delarda, and all the firefighters both permanent and call, for their cooperation in my efforts to better serve the citizens of Bellingham.

Respectfully submitted,

Steven P. Gentile  
Fire Chief





## TOWN OF BELLINGHAM

Department of Inspections

10 Mechanic Street

Bellingham, MA 02019

508-966-5820

Timothy Aicardi

Building Commissioner/Zoning Officer

email: [taicardi@bellinghamma.org](mailto:taicardi@bellinghamma.org)

### 2018 Annual Report

#### Inspectional Services Staff

Timothy Aicardi	Building Commissioner
Stephen Johnson	Local Inspector
Michelle Brunelle	Administrative Assistant – Inspectional Services
Mike Catalano	Board of Health Inspector
Laura Renaud	Administrative Assistant – Board of Health
Joann Morelli	Assistant
Roger Gaboury	Inspector of Plumbing & Gas
Gene Reckert	Inspector of Wires
Fran Sebio	Assistant Plumbing & Gas Inspector
Jay Palermo	Assistant Plumbing & Gas Inspector
Barry Iadarola	Assistant Plumbing & Gas Inspector
Richard Marcoux	Assistant Wiring Inspector
Richard Lamothe	Assistant Wiring Inspector
Pierette Corriveau	Support Staff
Deborah Burr	Support Staff

I respectfully submit to the honorable Board of Selectman and the citizens of Bellingham the following information regarding all the permits and certificates issued during the calendar year of 2018. We currently enforce the Massachusetts amendments to the 2015 International Residential Code and the 2015 International Building Code as well as the Massachusetts Plumbing and Electrical codes.

We have successfully identified and inspected many of our multi-family apartment buildings as well as maintained the registration of our foreclosed and abandoned homes for safety.

Our goals of the department are to make the permitting process more convenient for the residents of Bellingham. We provide a professional service to our tradespeople while reducing the intake of paper to the department. We submit monthly census reports to the US Commerce Department. We work with other departments on a daily basis in an effort to move all of our projects forward in a timely manner.

All fees are collected and submitted to the treasurer's office daily. The office hours of Inspectional Services are Monday 7am – 7pm., Tues – Thursday 7 am – 4:30 pm., Friday 7am – 1pm. for all permits.

Sincerely,

Timothy Aicardi, Inspector of Buildings

<u>Residential Building Permits &amp; Certificates Issued</u>	<u>Qty</u>	<u>Estimated Cost</u>	<u>Fees Collected</u>
Single Family Dwellings	53	10,230,108.	102,430.
Mobile Home - Temporary	1	0	75.
Abandoned/Foreclosed Registration	54	0	5400.
Periodic Inspections	61	0	4270.
Additions	34	1,079,187.	10,980.
Accessories	114	1,128,456.	12,920.
Repair, Remodel, Renovations	397	5,068,556.	52,851.
Occupancies	46	0	1825.
Foundations	7	44,700.	760.
Demolition	3	18,000.	180.
Mechanical	67	685,761.	4,000.
Sprinkler	29	136,250.	3,200.
Solar	102	2,106,367.	29,380.
<b>Residential Totals</b>	<b>968</b>	<b>20,497,385.</b>	<b>228,271.</b>
 <u>Commercial Building Permits Issued</u>	 <u>Qty</u>	 <u>Estimated Cost</u>	 <u>Fees Collected</u>
New	3	1,543,820.	15,440.
Accessorie	13	206,708.	3,255.
Tenant Fit-Up – Existing (No Change)	16	5,600.	800.
Tenant Fit Up – Existing (Remodel)	3	769,500.	11,142.50
Tenant Fit Up – New Building	3	1,140,803.	17,130.
Repair, Remodel, Renovations	27	3,510,587.	47,960.
Signs	26	100,649.	2,835.
Demolition	3	59,800.	900.
Tents	2	204.	150.
Occupancies	9	0	650.
Sprinkler	5	405,320.	4,440.
Trailer	2	0	675.
Additions	2	438,000.	4,845.
Mechanical/Sheet Metal	6	170,000.	1,220.
Foundation	1	0	100.
<b>Totals for Commercial</b>	<b>121</b>	<b>8,350,991.</b>	<b>111,542.50</b>
 <b>Grand Total All Permits</b>	 <b>1089</b>	 <b>28,848,376.</b>	 <b>339,813.50</b>





## TOWN OF BELLINGHAM

OFFICE OF THE  
*Plumbing & Gas Inspector*  
10 MECHANIC STREET  
BELLINGHAM, MA 02019  
508-657-2854

To the Honorable Board of Selectmen and Citizens of Bellingham:

### GAS PERMITS ISSUED IN 2018

Type	Permits Issued	AMOUNT RECEIVED
	Residential	
New Structure	38	7600.
New Appliance	56	3660.
Replacement/Other	132	5900.
Total Residential	226	17,160.
	Commercial	
New Structure	7	3487.
General	4	700.
Generator/Heating	3	200.
Remodel	2	400.
Replacement	7	500.
Total Commercial	23	5287.
Totals 2018	249	22,447.

I wish to thank all Town Officials for their assistance.

Respectfully submitted,

Roger E. Gaboury  
Inspector of Plumbing & Gas



## TOWN OF BELLINGHAM

OFFICE OF THE  
*Plumbing & Gas Inspector*  
10 MECHANIC STREET  
BELLINGHAM, MA 02019  
508-657-2854

To the Honorable Board of Selectmen and Citizens of Bellingham:

### PLUMBING PERMITS ISSUED IN 2018

Type	Permits Issued	AMOUNT RECEIVED
	Residential	
New Structure	43	8400.
New Fixture	23	2600.
Replacement	144	12,120.
Back Flow	2	120.
Total Residential	212	23,240.
	Commercial	
New Structure	6	6810.
General	7	2710.
Remodel	8	2890.
Replacement	8	1000.
Total Commercial	29	13,410.
Totals 2018	241	36,650.

I wish to thank all Town Officials for their assistance.

Respectfully submitted,

Roger E. Gaboury  
Inspector of Plumbing & Gas



# ELECTRICAL INSPECTOR

Town Hall Annex • Bellingham, Massachusetts 02019 •

## ANNUAL REPORT OF WIRING INSPECTOR 2018

To the Honorable Board of Selectmen and Citizens of Bellingham:

### PERMITS ISSUED IN 2018

CATEGORY	RESIDENTIAL	TOTAL FEES
	AMOUNT	
Single Family/Condo	51	8870.
Solar	102	7725.
Service 100 Amp	20	1500.
Service 200 Amp	17	1165.
Other	251	20700.
Total Residential	441	39,960.00
CATEGORY	COMMERCIAL	TOTAL FEES
	AMOUNT	
New	2	905.
Security/Alarm/CO	13	3990.
Addition/Remodel	38	23,206.53
Service/Panel	7	785.
Signs	3	375.
Lighting/Low Voltage/HVAC	15	4465.
Total Commercial	78	33,726.53
Total Comm/Res	518	73,686.53

I wish to thank all Town Officials for their assistance.

Respectfully submitted,

Eugene F. Reckert  
Inspector of Wires



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## BELLINGHAM

### 2018 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

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NCMCD operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

#### Surveillance

NCMCD is engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic. Public requests for service alert us to high numbers of nuisance mosquitoes.

Virus Isolations in the town:	7 samples submitted, no isolations in 2018
Requests for service:	181

#### Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work. Tire collections remove a common breeding site of mosquitoes.

Culverts cleared	26 culverts
Drainage ditches checked/hand cleaned	3,750 feet
Intensive hand clean/brushing*	1,850 feet
Mechanical water management	0 feet
Tires collected	2

\* Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.

#### Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of mosquito control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications	(April)	157.6 acres
Summer aerial larvicide applications	(May – August)	0 acres
Larval control - briquette & granular applications by hand		8.2 acres
Rain basin treatments – briquettes by hand (West Nile virus control)		1,773 basins
Abandoned/unopened pool or other manmade structures treated		0

#### Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra low volume (ULV) applications from trucks	4,738 acres
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Respectfully submitted,

David A. Lawson, Director







# BELLINGHAM PLANNING & ZONING

10 MECHANIC STREET BELLINGHAM, MASSACHUSETTS 02019  
(508) 657-2892; [plan-zone@bellinghamma.org](mailto:plan-zone@bellinghamma.org)

December 21, 2018

To the Honorable Board of Selectmen and the Citizens of the Town of Bellingham:

In 2018, the Planning and Zoning Department continued its mission to administer short and long-range planning efforts that seek to support balanced smart growth, promote economic development, and improve the quality of life for the residents of Bellingham. The Department provides support to the Planning Board and the Zoning Board of Appeals and provides technical review of all Subdivision, Development Plan, and land use Special Permit and Variance applications. The Department continually seeks to improve upon the Zoning Bylaws and Subdivision Regulations to foster sustainable, diverse development including the use of smart growth, low-impact development concepts. The Department is staffed by one full-time Town Planner and Zoning Compliance Officer and one part-time Planning Board Coordinator.

The Department also administers zoning compliance. Within this role, the Compliance Officer works closely with the Building Inspector and other Departments to administer and enforce the zoning bylaw. Additionally, the position looks to evolve zoning standards and provide staff support to the Zoning Board of Appeals.

## Planning Board

The Planning Board is established under Massachusetts General Law Chapter 41 section 81A and is guided by the Town Charter, Zoning Bylaws, and Subdivision Regulations. It is supported by a full-time Town Planner and a part-time coordinator.

The Board continued to see steady development in 2018. A 60,000 square foot self-storage facility was permitted on Hartford Avenue. Two marijuana cultivation facilities were permitted in the William Way Industrial Park and a Hindu Temple was granted on South Main Street. The former Macy Elementary School site has begun construction of 12 single family homes. Additionally, several small industrial sites have expanded or found new locations.

2018 was also a busy time for the construction of previously permitted projects. Hartford Village, an aged 55 and over community, has begun its expansion of an additional 18 additional units. The indoor recreational facility was completed along Route 140, an industrial structure on Farm Street was completed, and the 427,500 square feet warehouse and distribution facility at the corner of Maple Street and High Street is nearly complete.

This year also brought a laundry list of zoning initiatives. Spring Special Town Meeting approved the prohibition of retail marijuana sales while permitting the cultivation of marijuana. Fall Special Town Meeting authorized an overlay district to be sited behind Town Hall near Mechanic Street. This overlay will allow for small lot single-family houses and townhomes to be allowed by Special Permit. Fall Special Town Meeting also voted in favor of two district rezoning initiatives that the Planning Board worked tirelessly for a year to achieve on Farm Street and Maple Street.

In 2018, the Planning Department also completed an economic development visioning process to refine and prioritize goals and create an action plan for the long range vision of Bellingham. This was completed with the help of the Metropolitan Area Planning Council who awarded Bellingham a \$50,000.00 District Local Technical Assistance grant to initiate and facilitate the process.

The Planning Board is currently organized as follows:

William F. O'Connell Jr.	Chairman
Brian T. Salisbury	Vice Chairman
Peter C. Pappas	Secretary
Dennis J. Trebino	Member
Russell E. Lafond	Member
Philip Devine	Associate Member

The Planning Board held the following meetings during 2017:

- 2 Site Walks
- 0 Executive Sessions
- 22 Regularly scheduled meetings
- 0 Meetings prior to the Annual Town Meeting and Special Town Meeting

During the year, the following actions were taken:

- 81-P's, Form A, Approval Not Required – 4 total, all approved
- Preliminary Subdivision – 4 submitted, 1 withdrawn, 3 under review
- Definitive Subdivisions – 3 submitted, all approved
- Definitive Subdivision Modification – 0 submitted
- Development Plan Approval – 6 submitted, all approved
- Development Plan Modification – 2 submitted, all approved
- Scenic Road – 0 submitted
- Special Permits:
  - Flexible Parking – 3 submitted, all approved
  - Major Business Complex – 0 submitted
  - Inclusionary Housing – 4 submitted, 3 approved and 1 denied
  - Back Lot – 0 submitted
  - Bulk Storage – 1 submitted and approved
  - Marijuana Cultivation – 2 submitted and approved
  - Townhome – 0 submitted
  - Multi-Family – 0 submitted and approved
  - Multi-Family Modification – 0 submitted and approved
- Site Plan Review – 0 submitted,
- Public Hearings for Zoning Amendments - 4 total: Zoning Map Changes for Maple Street, Zoning Map Changes for Farm Street, Zoning Map Changes for 79 Hartford Ave, Zoning Overlay District for a proposed Downtown Residential Development Overlay (DRDOD),
- Discussion for Street Acceptance – 1 submitted and recommended
- Extensions Requests for Existing Permits – 1 submitted and approved
- Lot Release Requests – 1 submitted and approved
- Bond Releases or Bond Acceptances – 1 acceptance submitted and approved

The Planning Department holds regular office hours Monday through Thursday from 8:30 AM to 4:30 PM and Friday from 8:30 AM to 1:00 PM. The Planning Board operates from the office located at the Municipal Center at 10 Mechanic Street. Planning Board meetings are the 2nd and 4th Thursday of each month in the Municipal Center, unless otherwise posted.

We look forward to serving the Town of Bellingham in the coming year.

Respectfully Submitted,

BELLINGHAM PLANNING BOARD

William F. O'Connell Jr.	Chairman
Brian T. Salisbury	Vice Chairman
Peter C. Pappas	Secretary
Dennis J. Trebino	Member
Russell E. Lafond	Member
Philip Devine	Associate Member

### Zoning Board of Appeals

The Zoning Board of Appeals (ZBA) is established under Massachusetts General Law Chapter 40A and is guided by the Town of Bellingham's Zoning Bylaw. The ZBA acts as one of Bellingham's Special Permit granting authorities, with a broad range of responsibilities on issues regarding development and land use. The Board hears applications for comprehensive permits for proposed housing developments under M.G.L. Chapter 40B. The Board also considers requests for relief from the town's Zoning Bylaw when applicants believe the literal enforcement would cause hardship and that granting such relief would not significantly impair the public welfare or cause detriment to the neighborhood.

The Zoning Board of Appeals is organized as follows:

Brian Wright	Chairman
Jim Dunlea	Vice Chairman
Arturo Paturzo	Member
Brian Salisbury	Member
Peter Gabrielle	Member
James Jeschke	Alternate Member
Joseph Flanagan	Alternate Member

All ZBA meetings are conducted as open meetings to which the public is invited. All cases are a matter of public record and the documents pertaining to them are filed with the Town Clerk. Twenty (20) new cases were filed during 2018 with action on new and pending cases as follows:

- 5 Toni Drive – Variance to encroach in to the side yard setback - Denied
- 101 Westminster Ave - Special Permit for an oversized Accessory Structure - Granted
- 55-57 Box Pond Drive - Special Permit to Reestablish nonconforming use - Granted
- 30 Beechwood Road - Special Permit for a Family Apartment - Granted
- 30 Beechwood Road - Variance to requirement one for a Family Apartment - Granted
- 7 Candlelight Lane – Variance to encroach in to the side yard setback - Denied
- 300 Hartford Avenue - Special Permit for Earth Removal - Granted
- 39 Irene Court - Special Permit for a Family Apartment Renewal - Granted
- 4 Sagamore Road - Special Permit for an oversized Accessory Structure - Granted
- 43 Bertine Street - Special Permit to alter preexisting nonconforming lot - Granted
- 9 Old Log Lane - Special Permit for a Family Apartment - Granted
- 15 Old Log Lane - Special Permit for a Family Apartment - Withdrawn
- 23 Pine Acres Drive - Special Permit for a Family Apartment - Granted
- 22 Pine Warbler Way - Special Permit for a Family Apartment - Granted
- 85 Lakeshore Drive - Special Permit to reestablish preexisting nonconforming use - Granted
- 30 Trenton Street - Special Permit to reconstruct preexisting nonconforming structure - Granted
- 799-801 Pulaski Blvd. - Special Permit for Earth Removal - Granted
- 169/174 Maple Street - Appeal of the Building Inspector's Decision - Denied
- 43 Bertine Street - Special Permit to alter a preexisting nonconforming lot - Granted
- 25 Pine Warbler Way - Special Permit for a Family Apartment - Granted

Additionally, the ZBA discussed several zoning enforcement issues before the Board such as the ongoing Lakeview Estates Comprehensive Permit and the Building Inspector's cease and desist order for a noncompliant mulch facility on Maple Street.

Respectfully submitted,  
BELLINGHAM ZONING BOARD OF APPEALS  
Brian Wright, Chairman  
Jim Dunlea, Vice Chairman  
Arturo Paturzo, Member  
Brian Salisbury, Member  
Peter Gabrielle, Member  
James Jeschke, Alternate Member  
Joseph Flanagan, Alternate Member

BELLINGHAM PLANNING AND ZONING DEPARTMENT STAFF  
Jim Kupfer, Town Planner/Zoning Compliance Officer  
Jean Keyes, Planning Board Coordinator  
Laura Renaud, Zoning Clerk







## Bellingham Police Department

30 Blackstone Street  
BELLINGHAM, MASSACHUSETTS 02019  
Tel. 508-966-1515  
FAX 508-966-4669

CHIEF OF POLICE  
GERARD L. DAIGLE

From: Police Chief Gerard L. Daigle

Date: January 17, 2019

Subject: Annual Town Report

As Chief of Police I hereby submit the Annual Report of the Bellingham Police Department for the year ending December 31, 2018.

As we close the books on another year, we are in the process of planning our Town's 300<sup>th</sup> anniversary Celebration. Committees are being formed and ideas circulated. The Town's 250<sup>th</sup> and 275<sup>th</sup> were something I remember and look forward to this year's festivities. As usual, the Police Department looks forward to providing safety and security to everyone involved in this event.

More changes have occurred in the past year with the retirement of Sgt. Kenneth Lamarre who decided to retire after many years of service to the department and the Town of Bellingham. We wish him and his family the best in his retirement years. Sergeant Lamarre worked many years in the schools as our Student Resource Officer, and then back to patrol. He finishes his career as a shift Sergeant, supervising Officers on the patrol shifts.

Congratulations are also in order to Detective Stephen Daigle and Patrolman Neil Russell for their promotions to Sergeant. Both Officers have done a great job and we look forward to the changes in the department as time moves on and changes occur in the law enforcement profession. Supervision of the patrol officers in our community is a vital component with the ever changing rules and laws we face in today's world. Officers on the street have minutes to make decisions and write reports that sometimes take months to go through our court system and months to be torn apart by attorneys.

As we face more uncertain times with budgets, government shut downs, and mandates for training of our Officers, we must prioritize the focus to the needs of our community. We still face a community with a heavy volume of traffic and motor vehicle related offenses. There is a need for officers to spend considerable amounts of time showing a presence out there on our busy roadways, but at the same time getting into our neighborhoods and keeping in touch with our resident's everyday concerns.

In addition to this, our once small quiet community also needs Officers assigned to handle the task of keeping our schools safe and students educated on bullying, drugs, harassment, etc. Our two Student Resource Officers (Patrolmen Leonard Gosselin and Douglas Houston) have done a great job in the schools and have been vital in working with our students, parents and school officials in maintaining order and safety in our schools.

As law enforcement professionals across the Country, we continue to meet and discuss ways to reach out to our communities and address the damage done by opioid abuse and addiction. Norfolk District Attorney Michael Morrissey is working with all Police Chiefs in Norfolk County to implement software that will be used by all cities and Towns in Norfolk County to track overdoses and to share information.

The idea is to have the Police Departments identify addicts and partner them up with substance abuse professionals to assist them in getting the treatment they need. Each Police Department has named a designee who will be undergoing training and coordinating this program for our department. This program is already underway in a couple of counties across the Commonwealth. The goal is to get every County on board and to share information in a State wide database.

We continue to have a police force of individuals who are committed to the lives and safety of our residents and our community who need nothing but the best training and equipment to get this done. Here at our own Police Station we have been hosting various training classes geared towards patrol, detectives, and administrators. Classes such as O.S.H.A training have also been conducted which benefit other Town Departments such as the D.P.W., Fire Department and School Department employees.

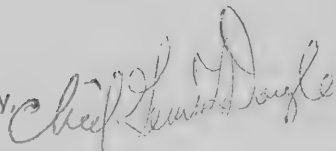
On July 25, 2018 Governor Charles Baker signed H. 4516. (an act relative to Municipal Police Training Fund) which will allow the Municipal Police Training Committee to conduct additional recruitment and training that will give local police critical tools needed to perform their duties.

This is a huge step forward for all of Law Enforcement across the Commonwealth. This will allow for a dedicated funding source for training our police officers which is a never ending task to keep up with all the changes in the profession.

In closing, I wish to thank my Administrative Staff and all of the Officers of the department for another year of hard work and dedication. Our Aux. Police force has once again done a great job in providing volunteer service to the Town. I would like to thank our Town Administrator and the members of the Board of Selectmen for their assistance once again this year.

Congratulations to our former Selectman Michael Soter who has been elected as our new State Representative. We look forward to working with him on issues that will not only benefit the Town of Bellingham, but also issues of vital importance to the Massachusetts Chiefs of Police Association.

Sincerely,

A handwritten signature in dark ink, appearing to read "Chief Gerard L. Daigle". The signature is stylized with a large, looped initial "G" and "D".

Chief Gerard L. Daigle



# Bellingham Public Library

## Bellingham, Massachusetts

*"The hub of the community...where people and ideas come together"*

## Annual Report 2018

Honorable Selectmen and the Bellingham Community:

This year was a year of continued great things for the Bellingham Library and its patrons.

Our facility was again visited by over 100,000 people in 2018; averaging over 400 people each day we were open!

We offer services to people of all ages! The library is a buzzing hive of activity on weekday mornings with preschool programs, and weekday afternoons with middle and high school children. Our after school programming now includes programs on four days for 4th and 5th graders and five days for those in grades 6 through 12.

In 2019, we will celebrate the 125th anniversary of library services being offered to the Bellingham community and the 30th anniversary of the current building located on Blackstone Street. We have many changes and celebrations in store for 2019!

We look forward to new carpeting and completing the library's new café area in the spring of 2019. Our well-maintained facility will get a facelift that will result in all public facing areas of the library having been renovated in the past five years.

Former First Lady Laura Bush's sentiment above is true in Bellingham and most communities, the most valuable thing in our wallets (or on our keychains) is our library cards!

We look forward to serving our community in 2019; Bellingham's 300th year!

Bernadette Rivard, Library Director  
Laura Howard, Trustee Chair

I have found the most  
valuable thing in my  
wallet is my library  
card.

Laura Bush



### BELLINGHAM PUBLIC LIBRARY

#### BOARD OF TRUSTEES

Laura Howard  
Chair

Amy Bartelloni  
Vice Chair

Carol Bird  
Secretary

Nicole Buckley

Rebekah Tracy

## AT A GLANCE

### Services

- 52% of Bellingham residents have a library card
- Over 128K visitors in 2018
- Over 1700 volunteer hours worked; 8% more hours than last year
- Over 16,000 public Internet sessions on our wired and Wi-Fi networks
- Over 600 times families received discounted admission to museums and attractions with our Discount Pass Program
- Each month nearly 3300 pages are printed or photocopied on our public copier; a 14% increase over last year

### Collections

- Nearly 87,000 items (books, DVDs, audiobooks and more) were checked out of the library
- 7900 eBooks were checked out; an increase of nearly 5% more than 2017
- The library collection has over 51,000 items, including more than: 45,500 books, 4000 DVDs, 3500 audiobooks and music CDs, and 700 magazine issues
- Free access to online language learning, self improvement courses, assistance for job seekers, newspapers, journal articles, streaming and downloadable music and more; used by hundreds of patrons each month

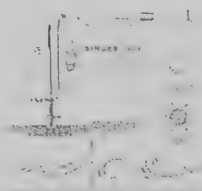
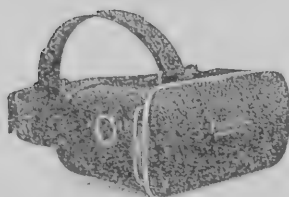
*The Library Board of Trustees generally meets on the 2nd Thursday of the month at 7 pm at the library. All are welcome to attend.*

## THE LIBRARY COLLECTION

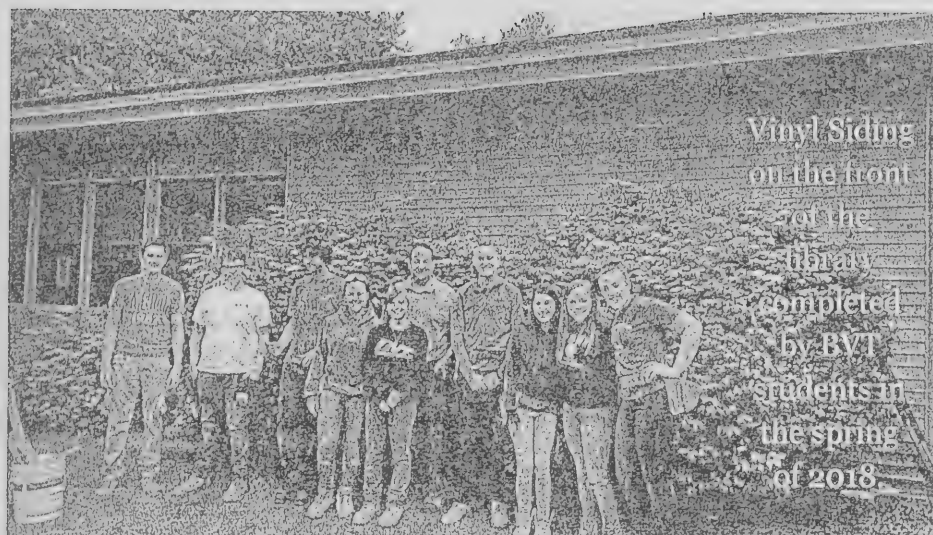
The size of the library collection has not changed significantly. On a continual basis we are adding new materials as well as “weeding” titles that are outdated, damaged or no longer in demand. We continue to add over 480 items per month to the library collection.

This year, the library continued to expand its lending of nontraditional items, our “Library of Things.” Previous offerings included: Wi-Fi hotspots, a telescope, binoculars, ukuleles and board games! We are always looking for ways to provide services and equipment that educate, entertain, inform and save our patrons’ money.

In 2018, our “Library of Things” collection was expanded to include lending or in-house use of the following items: Roku, Bluetooth speakers, virtual reality glasses, vinyl to MP3 record player, GoPro camera, bike repair kit, sewing machine and laminator. In addition, we have added many STEM (Science, Technology, Engineering, and Math) kits for home use, including: a microscope, robots, Snap Circuits and more! And last but not least is some equipment to make your home party a success: a karaoke machine, a bubble machine and even a croquet set!







## FACILITY

As mentioned in the introduction, we are looking forward to the 2019 facelift of the main area of the library. With new carpeting, countertops, furnishings, and a café, we will meet our 2014 long-range plan goal of fully renovating public spaces by 2020.

That plan included the following goals for the facility:

Goal	Status
Expand Parking	Completed - Fall 2016
Replace Book Drop	Completed—Spring 2016
Café	Coming Spring 2019
Teen Room	Completed - Spring 2016
Children's Room Carpet	Completed - Spring 2017
Furniture	Continuing through Spring 2019
Main Area Carpet	Coming Spring 2019

In the upcoming years we will continue to address identified facility needs that are still on our to-do list, including: connecting the library to town sewer, improving storage, energy efficient lighting upgrades, and creating an outdoor patio space. Furthermore, we would like to acquire a facility generator so the library could stay open and serve as a community information center, with Internet access and a charging station, during long-lasting power outages.

## PARTNERS

### Massachusetts Board of Library Commissioners (MBLC)

The state agency that certifies libraries and ensures state standards for library services are met.

Public libraries are required to meet certain spending levels each year in order to receive state aid and maintain certification.

By maintaining certification, each year the library receives approximately \$20K in state aid funds.

In 2018, the library also received the "Go Local: Building Communities and Connections" \$15,000 IMLS grant from the MBLC. With these grant funds the library will be writing a book commemorating the town's 300th anniversary and spearheading many events to celebrate the anniversary throughout 2019.

### Central/Western Massachusetts Automated Resource Sharing (C/WMARS)

C/WMARS is our library network. Our dues to the network fund the shared library patron and item database, a staff and public computer network, our Wi-Fi network and access to electronic resources, such as eBooks.

### Massachusetts Library System (MLS)

The library is a member of MLS, which provides delivery of library items between Massachusetts libraries, as well as access to online magazines, newspapers and journals. They also provide continuing education for library staff.

## CHILDREN & TEEN PROGRAM STATISTICS

**Attendance:** Over 2000 adults and children attended library programs for children ages 0-12 each month!

**Number of Programs:** Each month the library offered nearly 70 programs for children ages 0-12.

**Teen Room Programs:** In 2018, over 4800 teens visited the library Teen Room; averaging between 350 and 650 children visiting after school each month!

## ANNUAL SUMMARY OF CHILDREN'S PROGRAMS

68 Family Programs attended by 2415 people

539 Preschool Programs attended by 17,626 people

95 Elementary School Programs attended by 921 children

115 Middle School Programs attended by 1788 children

7 Homeschool Programs attended by 63 people

7 Outreach Programs reaching 1255 people

## PRESCHOOL PROGRAMS

In 2018, we continued to offer our regular preschool programs: Ring a Ding, Alphabits, Book Babies Playgroup, Babygarten, Potpourri Stories, and Picnic Stories. In addition, we hosted the following special programs for preschoolers: Bubble Bash, STEM Storytime with the YMCA, and the Holiday Sing-a-Long with the Bellingham Community Concert Chorus.

These 539 programs were attended by 17,626 people.



**Bellingham Community Concert  
Chorus Holiday Sing-a-Long**



**Giant Candyland  
is always a bit hit!**

## FAMILY PROGRAMS

Special events for families in 2018 included: Dr. Seuss's Birthday Party, Giant Candyland, Superhero Parties, Bubblemania, Star Wars Party, Stuffed Animal Vet Visit and Sleepovers, Family Feud, Egg Drop Challenge, Halloween Party, Winter Extravaganza, New Year's Eve Party, Book Dominoes, and Winter Laser Adventure.

These 68 programs were attended by 2,415 people.

## ELEMENTARY SCHOOL PROGRAMS

Our elementary school programs in 2018 included: Snow Crafts, Magic School Bus, Solar Cars, Mother's and Father's Day Crafts, Krafty Kids, Ravenous Readers, Crazy 8s Club, and Spooky Bingo.

95 programs for elementary schoolers were attended by 921 children.



**Krafty Kids with their  
Krafty Projects!**



## A.S.K. FOR 4TH - 7TH GRADERS

When school started in the fall of 2016, the library started a new program aimed at 4th–7th graders who come to the library after school. This program, now called ASK (After School Kids), is offered on Mondays through Wednesdays from 2:30-4:45 pm in the Children’s Program Room. In 2019, it will be expanded to four days, Monday through Thursday, as the program has been a huge success. Led by Library Assistant Diane Nelson, the 4th - 7th graders are greeted by an enthusiastic staff member who keeps them engaged and always coming back for more!

The room is equipped with 5 Chromebooks, a WiiU Gaming Station, DVD player, as well as a wonderful supply of games and craft materials for the children’s use in the afterschool hours.

This program was attended by an average of sixteen 4th - 7th graders each day in 2018; up from the 12 per day average of last year!



The ASK Kids show off their  
Sip ‘n Paint creations!



Crafts, snacks and  
homework in the  
ASK Program



Figuring out the  
STEM Tinker  
Crates!

## TEEN ROOM PROGRAMS

Now entering its third year of operation, our Teen Room is open every day after school from 2-5 pm with activities for 6th through 12th graders. There are computers, video games, craft supplies, board games and more!

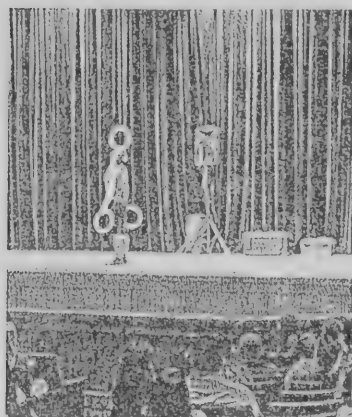
Each day Amanda Maclure, our Youth Services Librarian, and Library Assistant Heidi Santucci, provide a haven for Bellingham’s teens in our successful Teen Room.

Between **350 and 650 teens** visited the room each month during the 2018 school year!



Friday Fun in the  
Teen Room!

## SUMMER READING AND COMMUNITY OUTREACH



The Summer Reading theme in 2018 was “Libraries Rock!”

We kicked off our summer with a high-energy juggling program performed by Jason Tardy at the Bellingham High School Auditorium; over 300 people attended!

The summer also included a variety of programs for kids of all ages, such as: Play the Ukulele with Julie, Rocket Workshop with Ed the Wizard, Doc McStuffins Visit, Passion for Birds, Princess Sing-a-Long, Rainforest Reptiles and Malik the Magic Guy.

Over 300 children participated in our Summer Reading Program by checking out books, attending library programs, and keeping track of their reading progress throughout the summer.

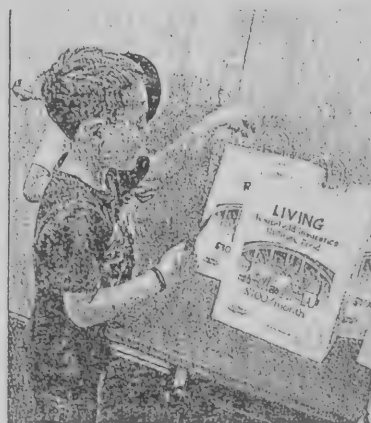
The library continues to purchase and provide copies of school summer reading books to assist students in their school assignments.

In conjunction with the library’s Financial Fitness for Everyone Grant, we were able to bring “Camp Millionaire” to Bellingham. Camp Millionaire is a unique, highly effective, interactive financial literacy education curriculum for ages 10 and up. The program, called “The Money Game,” teaches children (and adults) how to make, manage, multiply and donate their money wisely. Topics include: saving, sharing, and investing.

We ran two very successful camps in the summer of 2018 and the grant enabled us to purchase the program so we can continue to offer it in the future.



**One of our two Camp Millionaire classes showing off their hard-earned money!**



**Paying the bills at Camp Millionaire!**

Our Youth Services Department continues to reach children not only at the library, but throughout the community as well. In 2018, we participated in the following outreach events: Secret Reader at both Stall Brook and South Schools, kicked off the Read-a-thon at Stall Brook, promoted the library’s Cartwheel Book Awards at BMS, visited both Stall Brook and South to promote the Summer Reading Program, and hosted a field trip for the Stall Brook Kindergarten classes.



## ADULT PROGRAMS

The library hosts a variety of recurring programs for adults, including: a monthly book club, a monthly writing group, and a weekly knitting/crocheting group called the Bellingham Skein Artists.

In addition, we also hosted the following special events in 2018:

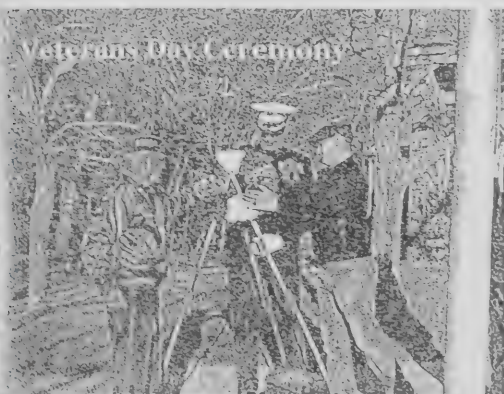
### *Financial Fitness for Everyone*

From January to September, the library offered numerous programs to help community members better manage their personal finances. Workshops were offered on the following topics: Extreme Couponing, Making a Budget, Selecting Your Financial Products and Team, Saving Money Tips, Managing Overspending, What to Keep and What to Shred, Everything You Need to Know About Credit, and Buying a Home.



With funding assistance from the *Bellingham Cultural Council*, we were able to bring two Community Concerts to Bellingham in 2018. The April performance was by *Too Human*, a Western Massachusetts Jazz Trio, and the September performance was by *Mark Mandeville and Rianne Richards*, a Central Massachusetts folk music duo.

In May of 2018, we dedicated our bronze Indy statue to honor Leah Caracino and her amazing sheltie, Indy, who for over 5 years came to the library on Mondays as part of our *Therapy Reading Dog Program*. This statue was funded by donations from supporters of the library from all across the country as Indy was well loved by many. In September, Bellingham resident Amy Sue Hasslebaum, inspired by her experience with Indy, resumed our reading dog program with her golden retriever, Daisy. Daisy is a certified therapy dog that volunteers with Tufts Paws for People and Pet Partners.



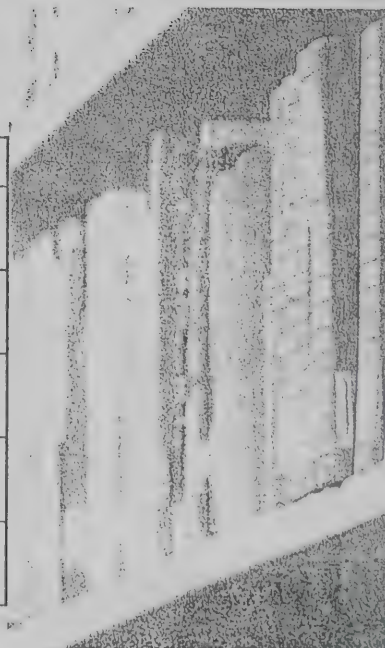
For the 6th consecutive year, the library hosted the town's Veterans Day Ceremony. In the photo, **Jim Hastings**, Chair of the Veterans & Memorial Day Committee, **Col. James Donnellan**, USMC Retired, and **Kevin Heenan**, Army Veteran and Bellingham Police Officer, place a wreath at the library's flagpole.

## SOCIAL MEDIA

2036	Facebook Followers
2031	Constant Contact Library News & Events (Electronic Newsletter Subscribers)
1048	Library App Users
670	Pinterest Followers
316	Wowbry New Item Notification (Electronic Newsletter Subscribers)

## ELECTRONIC COLLECTIONS

7910	Songs streamed through Freegal
7900	eBooks downloaded through Overdrive, Axis 360, etc.
1487	Songs downloaded through Freegal
503	Magazines downloaded through RB Digital Magazines
354	Online language learning lessons through Mango Languages
223	Participants in online classes through Universal Class



## OTHER STATISTICS

	2018	2017	2016
Library Visitors	128,168	148,790	113,051
Library Circulation (items checked out)	86,777	101,157	95,593
Museum Passes Issued	640	698	670
Tech Help, Reference Questions and Interviews	1398	1409	1070
Children's Program Attendance	15,225	15,085	12,991
Teen Program Attendance	4845	4802	4106
Adult Program Attendance	981	1062	736
eBook Circulation	7900	7526	5812

### Bellingham Public Library Staff

Bernadette Rivard  
Director

Cecily Christensen  
Reference Librarian

Steven Fowler  
Senior Youth Services  
Librarian, Ages 0-12

Amanda Maclure  
Youth Services  
Librarian, Grades 6-12

Pauline Krajcik  
Anne Kuncewicz  
Barbara Pacak  
Library Technicians

Carol Bonnell  
Library & Accounts  
Payable Assistant

Diane Nelson  
Library & Children's  
Assistant, Grades 4-7

Heidi Santucci  
Library & Children's  
Assistant Grades 6-12

Renee Milliken  
Patricia Honour  
Jane Vichi  
Library Assistants

Jim Maher  
Custodian

ANNUAL REPORT

CALENDAR YEAR ENDING DECEMBER 31, 2018

**Transportation and Roadways**

Projects Constructed or Underway

- Mechanic Street (Route 140) at Maple Street and South Maple Street Intersection  
Improvements – Improvements to traffic signals, addition of turn lanes, improvements to the drainage system and resurfacing. (The projected completion date is June 2019).
- Pulaski Boulevard at Lake Street intersection traffic signalization (The projected completion date is January 2019).
- Resurfacing:
  - Depot Street
  - North Street
  - Wrentham Road (Lake St to Wrentham Town Line)
  - Farm Street (Beechwood Ave to #190 Farm St)

Projects in the planning and design stage that should be ready for 2019 construction include:

- Hartford Ave (at the Medway West Street intersection). The road and intersection will be completely reconstructed with safety improvement to roadway geometry, storm drains, and sidewalks with roughly 30% of the work falling in and on Medway.
- Wethersfield West pavement leveling and curb to curb overlay paving. This work is proposed on the streets west of Caroline Drive. These streets were considered for sewer construction in 2017. Voters rejected the sewers and we will proceed with roadway surface improvements.
- Silver Lake Road is slated for resurfacing. The paving work will take place after the Lakeview Estates developer completes work on new sewer pipes and replacement of the Crystal Lake culvert. The Town will construct drainage improvement on the north end of the street before the resurfacing project.
- Center Street (New sewer area roughly Sharon Ave to Cross Street) will see the removal of temporary trench pavement with permanent trench pavement by the Lakeview Estates developer. That will be followed up with curb to curb overlay of the road in this area.
- Hartford Ave (Nason Street to the Mendon Town Line) will see road surface improvements proposed to be milling and repaving of the worst areas.
- Farm Street (Beechwood Drive to Hartford Ave East) is planned to be improved by leveling and curb to curb overlay paving of the worst areas.
- Lake Street (Cross Street to the Prospect Street Franklin) is planned to be improved by leveling and curb to curb overlay paving of the worst areas.



Major roadway improvement projects that are in the works for the future:

- South Main Street – Engineers completed the 25% design plans and sent MassDOT our response to the review comments received. The project was placed on the State Traffic Improvement Program (TIP) with a funding year of 2023. Competition is high for TIP funds. The Selectmen, Planner, DPW Director, and Town Administrator took turns attending TIP meetings in Boston to advocate for the project. We will continue to do so and hope to push the year up to 2022. The TIP process takes time. On past projects it took us over 10 years from start of the design to start of construction, but the TIP is effectively a 90% state grant program. The Town must fund all design work and land acquisition, but once on the TIP, MassDOT will pay all construction costs. The Road Committee has committed to fund the complete engineering design. Funds in the \$5.0 Million road bond that were approved in 2016 are reserved for this purpose. Our commitment to funding design strengthens our position to keep the project on the TIP and possibly move it up to 2022.
- Hartford Ave (Depot Street to the Mendon town line) improvements are still in the early design stages. The road and intersection will be completely reconstructed with safety improvement to roadway geometry, and storm drains. The bump caused by the location and elevation of the railroad tracks will be eliminated by major roadway regrading. There is a chance that state funding may be obtained to replace the bridge over the Charles River that sits on the town line. If the state funds come through this project will move up the priority list. For now it is in limbo with a \$1.5 Million price tag.
- The Hartford Ave and the Interstate 495 interchange. The Massachusetts Department of Transportation (MassDOT) has taken the lead of funding the design on this project. This project is in competition with our South Main Street project for the limited TIP funds. The project is not on the TIP for 2023(the last published year in the plan). This complex and costly project remains in limbo.

The Road Committee (two selectmen, one FinCom, one Capital Committee, Town Administrator, Chief Financial Officer, Town Planner, DPW Project Manager and DPW Director) met a few times. Most of the projects planned for 2018 and 2019 were identified and approved at the end of 2017; therefore, several meetings were not necessary.

There will be a need to find funding for another bond or other roadway improvement funding plan. The \$5.0 Million bond will be nearly used up by the end of the 2019 construction season. Our town wide road repair needs are huge (estimated at \$25 Million). Annual allocations from the State and Town have been in the \$700,000 range. At that funding rate, road deterioration will stay way ahead of our ability to repair before roads get into very poor condition.

## **Snow and Ice Control**

The winter of 2017-2018 was a slightly below average year. It seems we are in a trend that the real snow season doesn't kick into full swing until January but also doesn't want to give up until mid-March. As we New Englanders know; weather will do what it wants when it wants. We are just here to mitigate the impact the best we can.

## **Public Drinking Water Supply**

We spent most of the year in violation of the Disinfectant By Product (DBP) rule. Although in violation of the rule our sample results in 2018 were below the individual contamination limits. The regulations utilize a local running annual average. High readings in August and November of 2017 did not drop off until we got through August and November of 2018.

Fortunately, DBP exposure is not an acute health issue. The health concern is exposure over very long periods of time.

As part of our required response to the violation we published a large amount of information about the violation and our efforts to mitigate the problem. We used website posting and distributed by direct mail per the regulatory public notification requirements.

We spent the early months of 2018 analyzing the DBP problem and drafting a game plan. We determined that the problem is based in the northern end of Town where the organic material in our raw water is elevated. We performed extensive water quality analysis to identify the problem areas. We put in place in house sampling procedures to forewarn us in the future of potential problems. We modified the treatment process at the Hartford Ave filtration plant and continue to look at treatment process changes that could further reduce the exposure of our customers to elevated DBP.

We found that our Grove Street water storage tank was holding water for a very long time. This long detention time was contributing to our elevated disinfection by product results. The special town meeting appropriated the funds for us to solve the water age issue in this storage tank. Design is underway and we hope to fund the half million dollar project that will recirculate the water in this standpipe at the May 2019 town meeting.

The drought broke in 2017 and we had fairly normal rainfall in 2018, although there was a lot more rain on Saturdays than most of us would have liked. With normal rainfall we once again completed town wide hydrant flushing. We continue to get minimal dirty water complaints. This is due to the flushing and the filtration plants operations (now removing iron and manganese before it gets to the pipes). The complaints we get now are often the swimming pools smell. Unfortunately, that will be with us for the foreseeable future. Disinfection is a

regulatory requirement and chlorine is cost effective and measurable. The easy ability for us to test chlorine residuals with in house equipment is important as we work to make sure we don't get any bacterial contamination.

The Water Capital Fee continues to generate needed funds to construct capital improvements.

Major drinking water projects constructed in 2018 include:

- Well #1 Cross Street replacement. Work was started in 2017 and completed in early 2018. This well was the very first to be constructed in Town; built in 1939. Unfortunately, but not surprisingly, our approved safe yield for this well has been reduced to 230 gallons per minute (gpm). A full blown safe yield analysis was not done when this well was put on line in 1939; that analysis was not a requirement for well development until the early 1990's. Playing by today's rules, our Mass Department of Environmental Protection issued allowable pumping rate is no longer 360 gpm. The reduction by 130 gpm sounds bad but in reality we have not been able to pump 360 gpm from this well for many years; therefore, the overall impact should be minimal.
- Well #15 on Cross Street. We installed a screen liner that will hopefully get us another ten or more years from this well before we need to do a much more costly replacement.

Drinking Water Capital projects in the queue for 2019 and beyond.

- Grove Street water tank recirculation project noted above, is our top priority, but won't be ready to start until funding is appropriated, hopefully in May 2019.
- Water Mains from Sand Castle Lane to Lakeview Road Phase 2 to eliminate dead ends, provide redundancy, and improve fire protection capabilities. Construction projects were bid in December and will get underway in January 2019.
- Cross Street Water Mains (Lake Street to Blackmar) to eliminate dead ends, provide redundancy, and improve fire protection capabilities. This project was combined with the Sand Castle Lane to Lakeview Road project to achieve an economy of scale. Pipes will be installed during the early months of 2019
- Orchard Street and Scott Hill Boulevard water main replacement funds were appropriated and the old mains on these streets will be replaced in 2019 to stop the far too regular emergency break repairs.
- Well #7 Hartford Ave replacement got underway in 2018 with plans to have a new well on line by mid-June 2019. This well was built in 1965 and closed circuit television investigations are showing signs that failure was likely in the near future.
- Water main replacement projects are on the horizon for several streets where main breaks are too frequent. These include: Cranberry Meadow Road, Silver Lake Road, Harpin Street, Oak Terrace, Susan Lane, Sharon Ave, and Bernier Lane.



## Storm Drain System

The revised Municipal Separate Storm Sewer System (MS4) permit was promulgated in July of 2016 with an effective date of July 2017. An appeal of the regulation is still underway and we are an active participant. The appeal yielded a one year postponement of the effective date. No additional postponements were granted and starting July 1, 2018 the new MS4 permit requirements took effect.

The permit requirements are extensive. With the assistance of our stormwater consultant engineers we have drafted a stormwater action plan. This plan lays out our strategy to get through the first five years of the permit. Required in year one is the submittal of a Notice Of Intent (NOI); this was completed in the fall. As the year ended we were still awaiting comment on the NOI from the USEPA. After the USEPA comments are received, we will proceed with preparation of a Stormwater Management Plan.

Under the permit requirement we will soon be starting drainage outfall surveying and testing. The goal is total elimination of illicit discharges. Illicit discharges are anything other than stormwater that may be entering our drainage systems and eventually rivers, lakes, and streams.

Public education is a part of the requirements of the permit. The Town Planning is assisting in the compilation and dissemination of materials using many options to reach the public.

The DPW will need to significantly increase our efforts to clean catch basins under the permit. We have appropriated funds to purchase a vacuum truck and are budgeting for an extensive cost to dispose of a large amount of material removed from our catch basins, some of which may have never been cleaned.

Street sweeping is a requirement of the MS4 permit. Street sweeping in 2018 was nothing short of a nightmare. Our sweeping contractor did not show up for spring sweeping until September, claiming equipment parts were coming from Europe. Our own sweeper finally died in May; it was 20 years old and in rough shape. We purchased a new sweeper, but it did not arrive until August. These experiences lead us to take a different approach towards sweeping. The five years of contracted sweeping proved to be an unsuccessful experiment. We plan to do all sweeping in house. We purchased a second new sweeper in December; it should arrive before the sweeping season for 2019. We plan to attack 2019 street sweeping with two new sweepers supported by a dump truck and hope to complete sweeping of all streets by mid-May. Having our own sweepers will also help us schedule fall sweeping in line with the time that leaves fall and not when it fits a contractor's schedule.

Roadway projects we are planning to construct now always include an effort to build in MS4 compliant stormwater quality improvements. We have a few stormwater projects that were well along in the design process as 2018 ended.

- Municipal Center Retrofit and New Town Park – This project received federal stormwater funding under the 319 Grant program. In the spring 2019 a few stormwater basins will be built to treat the run off from the Municipal Center parking lot. In addition, a green space park will be constructed on the site of the old police station. The station was razed early in 2018.
- Silver Lake Road – We have plans to install drainage systems to eliminate a few areas where there are sizable and long lasting puddles. This project was approved by the Conservation Commission, but needs to go back due to necessary design modifications. We hope to build this in early 2019 but the schedule is dependent on the Lakeview Estates developer completing their work.
- Charles River Grove storm drains are being designed. Flooding in the area of Middle Ave between Third and Fourth Ave as well as on First Ave is the driving force. In January 2019 the Conservation Commission hearings will get underway followed by easement acquisition in May and hopefully construction to follow.

### **Wastewater Collection (Sewer)**

The developer of Lakeview Estates returned to the task of installing sewers on Center Street, Dupre Road and Silver Lake Road in 2018. After a two year sabbatical during which no sewer pipes were installed. The going was very tough. On Center Street rock was encountered almost daily. On Dupre Road and Silver Lake Road high groundwater made the pipe installation very complicated and slow. As the year ended the sewer mains were complete and work on the new Dupre Road sewer pumping station were nearing completion.

Future Town sewer project will include replacement generators at our roughly 30 year old sewer stations. The Mechanic Street station generator failed in 2017 and was replaced. The North Main Street station has the identical generator as Mechanic Street; both were constructed in 1990 under the same contract. Our other sewer stations will need generator updates as well.

We initiated an effort to improve our sewer station monitoring system. As the year ended only one station needs to be retrofit to provide detailed remote operations and alarm reporting.

We appropriated the funds in November to perform a system wide infiltration and inflow study. The study is driven by changes in the federal regulations. It will yield a report that tells us if we have leaks entering our sewer system and analyze the cost effectiveness or further investment to eliminate the leaks.

We appropriated funds to address a pump clogging issue at the Wrentham Manor pumping station; however, in depth investigation may have found a solution with a significantly



low cost. Modified pumps with recirculating capabilities have been installed. As the year ended we are still tracking clogs to see if we have found a solution.

Sewer rates were stable as the costs passed to us for the upgrades at the Charles River Pollution Control District and Woonsocket Wastewater Treatment plants are complete and long term financing is in place. Currently, rates are generating funds necessary to operate and maintain as well as to fund needed capital projects typical to an aging sewer collection system

### **Town Cemeteries**

The DPW is in charge of Town cemeteries under the guidance of the appointed Cemetery Committee and Sextons. The Cemetery Committee & Sextons met three times in 2018. Although there are several cemeteries in Bellingham, there are only five that are Town owned and grave sites are only available at two.

Our inventory of cemeteries includes:

- Scott Cemetery & Columbariums on Center Street, (gravesites and columbarium niches available)
- Center Cemetery on Mechanic Street, (no gravesites available)
- North Cemetery on Hartford Avenue, (no gravesites available)
- Depot Street Cemetery, (no gravesites available)
- Oak Hill Cemetery on Hartford Avenue - Directly abuts the Town's North Cemetery (gravesites available)

The private cemeteries in Town include:

- St. Jean the Baptist / Precious Blood Cemetery on Wrentham Road – The largest in town and free standing Roman Catholic cemetery.
- Union Cemetery on Center Street - Directly abuts the Town's Center Cemetery. We mow this cemetery and receive an annual payment for providing that service.
- Ukrainian Cemetery on Center Street - Abuts the Town's Scott Cemetery and is clearly divided by a stone wall.
- Wilcox Cemetery on Lake Street near Rakeville Circle - A free standing cemetery.

The DPW would like to thank the Cemetery Committee & Sextons: James Haughey, Francis Cartier, and Alan Bogan for their service and assistance.

### **Dams**

The Town ended the year owning two dams. They are listed in the tabulation section of the DPW report. Routine inspections of these two dams are completed periodically as required by the Massachusetts Division of Dam Safety (MDDS).

We will need to prepare an emergency response plan for the Silver Lake Dam in 2019. The request came down from MDDS late in 2018.

### **Development and Planning:**

The DPW continues to review and comment on private project plans submitted to the various Town Boards and Committees.

Bellingham has many large tracts of undeveloped land. There has been a lot of activity in 2018 and much more is expected in 2019. The DPW will continue to work closely with Town Boards during the hearing and permitting processes to minimize impact to our existing residents, infrastructure, and environment and maximize mitigation funds.

A few relatively small residential developments were underway in 2018. Three very large residential projects were discussed and are expected to be coming forward in 2019. We also expect to see a continued steady stream of warehouse and cultivation facilities.

### **General:**

The DPW building is getting some needed repairs and improvements. A project to replace the roof and install fire suppression system will be constructed in 2019. Timing of the project led us to postpone it from 2018 to avoid parking all equipment outside in the winter.

We completed a long overdue upgrade to the restrooms at the DPW Office. We have increase capacity and are now ADA compliant. The bathroom work was phase 1 of the building repair and improvement project.

Funding will be requested in 2019 to remove the underground gasoline storage tank and reconstruct much of the front portion of the DPW driveway and fueling apron. The 25 year old tank was found to have a leak in 2018, allowing water to enter the tank and contaminate the gasoline. Indications were that the leakage was all in and no gas was leaking out of the tank, but the final word on that will only be known when it is removed.

The DPW office continues to keep up with available technology. We continue to work on web-based systems that allow our crews to take tablets into the field to check and update inventory, log inspections, and reduce the generation of paper while enhancing our records. We are on Facebook, frequently post News on the Town's website, and utilize our CodeRED system to get the word out about projects and issues.

The DPW staff would like to thank the consultants who worked for, and with us, in 2018. These engineers and technicians know our systems and facilities and are readily available to help

us with specific tasks and emergencies. These professionals provide us with a great pool of specialized talent we call on when needed.

BETA Group	Water Projects, Drainage, Roadway, & GIS
CHA	Roadway Improvement Design
Electrical Installations, Inc.	SCADA Monitoring & Control System
Jasco Inc.	Facilities Controls and Equipment
G & L Electric	Electronics
Guerriere & Halnon	Storm Drains, Permitting, & Land Survey
Haley & Ward, Inc.	Water Storage Tanks
Hi-Way Safety, Inc.	Street Sweeping & Traffic Marking
HydroTech, Inc.	Water Main & Hydrant Flushing
Kleinfelder, Inc.	Wastewater
Land Planning, Inc.	Land Surveying & Easement Acquisition
Legacy Mark, LLC	Cemetery Mapping & Database Management
Maher Services	Well Rehabilitation
MDM Consultants	Traffic Analysis
Pare Corporation	Dams
STV, Incorporated	Bridges & Culverts
Tighe & Bond	Stormwater Permit (MS4) Compliance
Weston & Sampson Engineers	Environmental Compliance & Cross Connection
Wright Pierce	Drinking Water Treatment

We continue to ask all residents for their patience and support as we try to maintain and repair our aging public works infrastructure. We know what needs to be done to fix problems; what we don't know is when and if we will get the needed funding.

The entire staff would like to thank the residents of Bellingham for their support. We look forward to serving you in 2019 and beyond.

REPORT SUBMITTED BY:

Donald F. DiMartino  
DPW Director

# BELLINGHAM DPW STATISTICS 2018

## PUBLIC DRINKING WATER SUPPLY

FACILITIES	QUANTITY
PUMPING STATION BUILDINGS	8
GROUNDWATER WELLS	15
FILTRATION PLANT	2
STORAGE TANKS	3
STORAGE VOLUME (MG)	5.1
RAW WATER MAINS (MILES)	7.3
WATER DISTRIBUTION MAINS (MILES)	113.6

### RAW WATER PUMPED FROM WELLS

MONTH	GALLONS
JANUARY	38,579,171
FEBRUARY	34,031,012
MARCH	35,900,844
APRIL	33,857,341
MAY	41,688,326
JUNE	46,167,694
JULY	56,894,179
AUGUST	52,289,869
SEPTEMBER	44,855,805
OCTOBER	42,890,077
NOVEMBER	42,535,239
DECEMBER	35,852,238
<b>TOTAL</b>	<b>505,541,795</b>

### RAW WATER PUMPED FROM EACH WELL

PUMP STATION	GALLONS
STATION 1	62,009,000
STATION 2	41,025,820
STATION 3	55,220,401
STATION 4	92,203,102
STATION 5	898,520
STATION 7	28,400,720
STATION 8	55,619,690
STATION 11	57,686,124
STATION 12	112,478,418
<b>TOTAL</b>	<b>505,541,795</b>

### TREATED WATER PUMPED INTO THE DISTRIBUTION SYSTEM

HARTFORD AVE FILTRATION PLANT	157,410,980
WRENTHAM RD FILTRATION PLANT	316,868,251
<b>TOTAL</b>	<b>474,279,231</b>

# BELLINGHAM DPW STATISTICS 2018

## PUBLIC DRINKING WATER SUPPLY (CONTINUED)

### GALLONS PURCHASED FROM OTHER WATER SUPPLIERS

MILFORD WATER COMPANY	437,835
TOWN OF FRANKLIN	997,516
	<b>1,435,351</b>

### GALLONS SOLD TO OTHER WATER SUPPLIERS

TOWN OF BLACKSTONE	654
	<b>654</b>

### Gallons

DAILY AVERAGE PUMPED	1,385,046
DAILY AVERAGE CONSUMED	1,303,326
DAILY RESIDENTIAL PER CAPITA AVE	51.2
POPULATION SERVED BY TOWN WATER	15,390
MAXIMUM DAY PUMPED	2,435,000
MAXIMUM PUMPING DAY	June 18th



# BELLINGHAM DPW STATISTICS 2018

## PUBLIC DRINKING WATER SUPPLY (CONTINUED)

<b>GALLONS METERED TO CUSTOMERS</b>	<b>414,377,250</b>	
COMMERICAL CUSTOMERS	68,306,874	10.7%
INDUSTRIAL CUSTOMERS	32,347,267	4.5%
RESIDENTIAL CUSTOMERS	275,962,757	75.8%
IRRIGATION METER (RES-NON-SEWER)	11,760,730	2.8%
IRRIGATION METER (COM-NON-SEWER)	2,408,000	0.3%
APPARTMENT (HOUSING) CUSTOMERS	18,598,668	3.8%
MUNICIPAL BLDGS, SCHOOLS & PARKS	4,992,953	2.1%
<b>GALLONS SOLD TO OTHER TOWNS</b>	<b>654</b>	
 <b>GALLONS UN-METERED TRACKED:</b>	 <b>20,507,821</b>	
Fire Fighting, Testing, & Training	220,149	
FLUSHING HYDRANTS (UNIDIRECTIONAL)	3,030,242	
FLUSHING HYDRANTS (ISOLATED/SPECIAL)	398,150	
Hydrant Flow Testing		
New Main Filling and Testing	51,909	
Metered Construction Use	205,365	
Bleeders / Blow Offs / Pumped to Waste	7,614,175	
Tank Overflow & Drainage	3,446,876	
Sewer & Storm Drain Flushing	60,712	
Street Cleaning	19,800	
Calculated Lost Water Major Main Breaks	2,068,493	
 Estimated Lost Water Service Leaks	 <b>3,391,950</b>	
 STATE ALLOWED UN-METER WATER USE	 17,115,871	
FILTRATION PLANT BACKWASH	25,195,462	
 <b>UNACCOUNTED FOR WATER</b>	 <b>42,786,111</b>	
<b>PERCENTAGE</b>	<b>8.5%</b>	

# BELLINGHAM DPW STATISTICS 2018

## PUBLIC DRINKING WATER SUPPLY (CONTINUED)

WATER MAINS		MILES
Type		
	Unknown	0.4
	Asbestos Cement Pipe	24
	Cement Lined Cast or Ductile Iron Pipe	55.4
	PVC - C-900 Pipe & HDPE	33.8
Diameter (in Inches)		
	1	0.1
	2	1.1
	6	36.1
	8	45.1
	10	16.1
	12	11.8
	16	3.3
	Total Length of Water Mains	113.6

### METERED CUSTOMERS:

COMMERICAL CUSTOMERS	294
INDUSTRIAL CUSTOMERS	29
RESIDENTIAL CUSTOMERS	5491
MUNICIPAL BLDGS, SCHOOLS & PARKS	37

### UN-METERED CUSTOMERS:

TOTAL	5851
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### METERS RE-READ BY OWNER:

(TRANSFERS OR PROPERTY CHANGES)

### METERS (MISCELLANEOUS)

IRRIGATION METERS IN SYSTEM TOTAL (Water Only)	179
IRRIGATION METERS ADD THIS YEAR (Water Only)	0
WATER METERS RECYCLED	287

### NEW METERS AND SERVICES:

INSTALLED BY DPW	40
INSTALLED BY OTHERS	0

### HYDRANT MAINTENANCE:

PAINTED	~300
REPAIRED	9
REPLACED	3
FLUSHED	0
WINTERIZED	30
NEW HYDRANTS	2
TOTAL IN SYSTEM	1001

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# BELLINGHAM DPW STATISTICS 2018

## ROADWAY SYSTEMS

TYPE	MILES
TOWN ACCEPTED WAYS	95.03
UNACCEPTED WAYS (MAINTAINED)	1.35
TOTAL PUBLIC TRAVEL WAYS	96.20

Chapter 90 State Funding	\$ 651,400
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## WASTEWATER COLLECTION SYSTEM

### FACILITIES

GRAVITY SEWER MAINS (Miles)	30.33
SEWER FORCE MAINS (Miles)	5.35
LOW PRESSURE FORCE MAINS (Miles)	0.42
MANHOLES	872
PUMPING STATIONS (TOWN)	10
PUMPING STATIONS (PRVT)	4

### CONNECTIONS

TOTAL AVAILABLE	1933
CONNECTED BEFORE 1/1/2018	1843
CONNECTED DURING 2018	12
TOTAL PROPERTIES CONNECTED	1855
% of Water Customers with Town Sewer	32%

### SEWER FLOWS / TO TREATMENT PLANTS

	Gallons
Charles River Pollution Control District (FY2017)	92,922,917
Woonsocket Wastewater Treatment Plant (FY2017)	58,082,624
<b>TOTAL</b>	<b>151,005,541</b>

## STORMWATER SYSTEM

### FACILITIES

CATCH BASINS (INVENTORY)	2467
CATCH BASINS INSPECTED/CLEANED	80
MANHOLES (INVENTORY)	1358
PIPES (INVENTORY) MILES	60
FREE STANDING INLETS AND OUTLETS	283
IN LINE TREATMENT UNITS	8
STORMWATER BASINS & SWALES	62

# BELLINGHAM DPW STATISTICS 2018

## DPW SERVICE CALLS AND WORK ORDERS:

### DRINKING WATER & SEWER COLLECTION SYSTEM

WATER MAIN BREAKS REPAIRED	11
WATER SERVICE BREAKS REPAIRED	25
FROZEN WATER SERVICES	0
WATER EMERGENCY CALLS CUSTOMERS PROPERTY	0
BACKFLOW PREVENTION DEVICE TESTS	750
OTHER WATER SYSTEM SERVICE CALLS	350
SEWER WORK ORDERS (Miscellaneous)	9
SEWER INSPECTION WORK ORDERS	3
SEWER MAIN BREAKS REPAIRED	0
SEWER SERVICE BREAKS REPAIRED	0
SEWER OVERFLOWS	1
WATER & SEWER PIPE MARK OUT FOR EXCAVATION	254

### METERING & BILLING SYSTEM

METERS & RADIO WORK ORDERS	522
METERS REPLACED FROZEN	6

### ROADWAY & SIDEWALK SYSTEM

HIGHWAY SERVICE CALLS & WORK ORDERS (Misc)	768
HIGHWAY WORK ORDERS - POTHOLE	471

### STORMWATER SYSTEM

STORMWATER WORK ORDERS	41
BEAVER DAM RELATED WORK ORDERS	2

### TRASH & RECYCLING PROGRAM

TRASH RELATED WORK ORDERS	231
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### MISCELLANEOUS

CEMETERY	45
OTHER (SNOW, PARKS, OTHER)	113
TOTAL 2018 DPW WORK ORDERS	3602

# BELLINGHAM DPW STATISTICS 2018

## TOWN OWNED DAMS

Silver Lake Dam (Cross Street)	
Condition	FAIR
Size	INTERMEDIATE
Hazard Level Rating	SIGNIFICANT
Last Inspection	2017
Next Inspection Due	2022
Jenks Reservoir Dam (Lake Street)	
Condition	POOR
Size	SMALL
Hazard Level Rating	LOW
Last Inspection	5/26/2009
Next Inspection Due	3/1/2019

## TOWN CEMETERIES

GRAVE SITES SOLD	
Scott Cemetery (Center Street)	1
Center Cemetery (Mechanic Street)	Zero (Sold Out)
Depot Street Cemetery	Zero (Sold Out)
North Cemetery (Hartford Ave)	Zero (Sold Out)
Oak Hill Cemetery (Hartford Ave)	4
NICHES SOLD	
Scott Cemetery Columbarium	8
Remains Interred	
Scott Cemetery Niche	4
Scott Cemetery Burial	2
Center Cemetery Burial	0
Oak Hill Cemetery Burial	3



**Norfolk County Registry of Deeds**  
2018 Annual Report to the Town of Bellingham  
William P. O'Donnell, Register  
649 High Street, Dedham, MA 02026

This year was a very special year for the Norfolk County Registry of Deeds as we celebrated our 225<sup>th</sup> anniversary, making us one of the oldest registries in the United States. The public event, which took place last June, was highlighted by the publication of a historical booklet illustrating the many advances that had taken place at the Registry over the past two and a quarter centuries. The booklet also exhibited some of the notable land records of famous people who have lived in Norfolk County, including 4 United States Presidents, Nobel Prize winners and a person from each one of the county's twenty-eight communities.

The Registry of Deeds is the principal office for real property records in Norfolk County. Its mission is to maintain and provide for accurate, reliable and accessible land records to all residents and businesses of Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It houses more than 8.5 million land documents dating back to 1793 when George Washington was President. The Registry is a primary and indispensable resource for title examiners, mortgage lenders, municipal officials, homeowners, title examiners, real estate attorneys, genealogists and others with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell, who has held the position since 2002.

**2018 Registry Achievements**

- Register William P. O'Donnell and his staff continued their direct outreach to town halls, senior centers, businesses, historical commissions and civic groups across Norfolk County. The Register was the guest speaker at the Bellingham Public Library on November 20<sup>th</sup> and the Register held office hours at the Bellingham Municipal Center on June 5<sup>th</sup>.
- The Registry of Deeds Customer Service and Copy Center continues to provide residents and businesses with quality service. *This year alone, the Center handled more than 5,000 requests.* These requests included the filing of Homesteads, accessing deeds, verifying recorded property documents and assisting those in need of obtaining a mortgage discharge notice. Customers can contact the Customer Service and Copy Center at 781-461-6101. Hours of operations are 8:30am to 4:30pm, Monday through Friday.
- In calendar year 2018, *the Registry collected more than \$55 million in revenue.*
- The Registry of Deeds continues to address legislative issues to benefit consumers. In 2019, we will continue to advocate for mortgage transparency by refiling legislation requiring mortgage assignments be recorded at the appropriate Registry of Deeds.
- This year saw a record number of electronic recording filers, *approximately 1,530.*
- In 2018, we hit a record high of recording our *36,490 Registry of Deeds book.* For the sake of security and redundancy, we store our documents 3 different ways: hard copy, electronically and by microfiche.
- In calendar year 2018, the Registry processed over *12,000 Homestead applications.* The law Chapter 188 (M.G.L.) provides limited protection of one's primary residence against unsecured creditor claims.

- The Registry continues to fine tune its completed History Comes Alive Transcription program. The initiative, the first in New England, makes land recorded documents written by scribes of the 18<sup>th</sup> and 19<sup>th</sup> centuries in the old cursive hand writing style much easier to read by converting the words into easy-to-read electronic text. *The program earned the praise of two-time Pulitzer Prize historian, David McCullough.*
- During the end of 2018, the Registry of Deeds started a major renovation project which included updating its electrical system, repairing the ceilings, remodeling the recording area and public work stations.
- The internet library of images, accessible to the public through the Registry of Deeds' online research system at [www.norfolkdeeds.org](http://www.norfolkdeeds.org) continues to expand. Today, all documents dating back to the first ones recorded in 1793 are available for viewing.
- For the first year, patrons had the ability in Land Court to scan their plans in color.
- We also continued our commitment to cyber security with annual training of our employees.
- In 2018, we have expanded our website by including a genealogy page and a section highlighting land records of notable people – United States Presidents, military heroes, noted authors and leaders in their fields of education, environment and the law
- The Registry's website [www.norfolkdeeds.org](http://www.norfolkdeeds.org) routinely updates the public on such news as real estate statistics, answers to frequently asked questions, the latest schedule for our community outreach initiatives, along with detailing of our consumer programs. Additionally, we also write a monthly column for various Norfolk County newspapers and their online websites. We also distribute a weekly press release to alert residents of the latest happenings as well as to remind them of our consumer services.
- The Registry's free Consumer Notification Service *experienced a 21% increase in enrollment from the previous year.* This consumer/public safety program allows any county resident to opt in to this free notification service and be alerted when any document – fraudulent or otherwise – is recorded against their name. For more information, please see our website at: [www.norfolkdeeds.org](http://www.norfolkdeeds.org).
- Register O'Donnell hosted several free computer seminars at the Registry to provide hands-on-training to the general public, municipal officials, real estate professionals, genealogists and the legal community.
- The Registry continued its community outreach commitment by working with Interfaith Social Services of Quincy, Father Bill's & MainSpring of Quincy and the VA Boston Healthcare System, Voluntary Service Program on our 'Suits for Success' program and supporting the New Life Furniture Bank of MA in Walpole to assist those who are in need of household items. *Our Toys for Tots' Drive has collected over the years 1,950 presents. Our Annual Holiday Food Drive continues to support Food Pantries in Norfolk County. This year's food drive collected enough groceries and household products to be able to visit multiple food pantries. Finally, the Registry has received more than 4,000 pieces of clothing donations for our "Suits for Success" programs.*

**Bellingham Real Estate Activity Report**  
**January 1, 2018 – December 31, 2018**

During 2018, Bellingham real estate activity saw increases in both total sales volume and average sales price.

There was a 2% decrease in documents recorded at the Norfolk County Registry of Deeds for Bellingham in 2018, resulting in a decrease of 94 documents from 3,834 to 3,740.

The total volume of real estate sales in Bellingham during 2018 was \$208,321,397, a 98% increase from 2017. The average sale price of homes and commercial property was also up 84% in Bellingham. The average sale was \$603,830. These figures were impacted by two large commercial property sales of \$35 million and \$25 million that were recorded on 1/11/18 and 11/27/18 respectively.

The number of mortgages recorded (691) on Bellingham properties in 2018 was down 3% from the previous year. Also, total mortgage indebtedness decreased 63% to \$237,077,655 during the same period.

There were 14 foreclosure deeds filed in Bellingham during 2018, representing a 33% decrease from the previous year when there were 21 foreclosure deeds filed.

Homestead activity increased 13% in Bellingham during 2018 with 327 homesteads filed compared to 289 in 2017.

The Bellingham notable land deeds selection for the 225 Anniversary Commemoration booklet was John M. Thayer, Civil War General and Nebraska U.S. Senator and Governor. Senator Thayer was born in Bellingham, MA on January 24, 1820. He graduated from Brown University in 1854. He practiced law in Worcester, MA before moving his family to Nebraska. Thayer organized the Union's 1<sup>st</sup> Nebraska Infantry Regiment, he rose in rank from Colonel to Brigadier General. He was elected U.S. Senator serving from 1867 to 1871, he was elected Governor serving 1886 to 1888 and 1891 to 1892. He died on March 19, 1906 and is buried in Lincoln, Nebraska.

Finally, our objective at the Registry will always be to maintain, secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Respectfully submitted by,

*Bill O'Donnell*

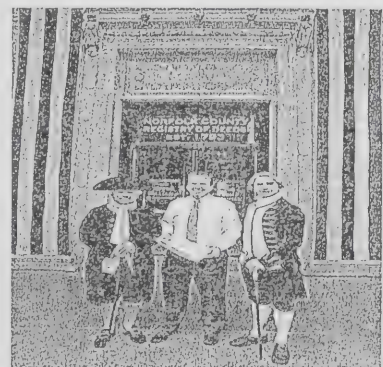
William P. O'Donnell  
Norfolk County Register of Deeds



Register O'Donnell speaking at the  
Millis Public Library



Register O'Donnell with staff and a  
constituent at Randolph Town Hall  
Office Hours.



President John Adams, Register O'Donnell  
and Governor John Hancock celebrated  
the 225<sup>th</sup> Anniversary of Norfolk County,







# TOWN OF BELLINGHAM



*Town Common Trustees  
Bellingham Municipal Center  
Bellingham, MA 02019*

*Joanne Arcand, Chair  
Barbara Eltzworth, Vice Chair*

*Leo Dalpe, Treasurer  
Lawrence J. Sposato, Jr., Secretary  
Ernest Pelletier, Function Coordinator*

The Town Common Trustees wish to thank the Board of Selectmen, Town Administrator Denis Fraine, and the residents of Bellingham for their support this past year. Additionally, special thanks go to the following for their assistance in keeping the Town Common a place of which to be proud:

Roland Arcand and the Parks Department staff for maintaining the grounds all year long, and for installing the Town Common lighting and holiday decorations.

The Bellingham Town Common is a self-supporting entity. Our funding comes mostly from the Bank of America kiosk lease with additional revenues derived from the sale of engraved bricks and sponsorship of benches, trees and lampposts.

The following events were held at the Town Common in 2018:

Annual Pumpkin Stroll

Harvest Fest

6 Weddings

1 Family Photo Session

1 Engagement

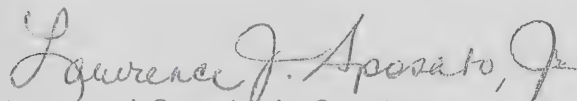
4 Access Cable 8 Concerts (including one Concert sponsored by Town Common Trustees)

20 Library Storytelling Lunches for Children

Town Common Lighting Ceremony

Any person or organization is welcome to use the Town Common. Everyone must pay a refundable security deposit; out-of-towners must pay a user fee. Permit applications are available at the Board of Selectmen's Office. Once the application and security deposit and user fees (where applicable) have been received, the Town Common will act on the request at their next scheduled meeting.

Respectfully submitted,



Lawrence J. Sposato, Jr., Secretary  
Town Common Trustees





## VETERANS' SERVICES

The Veterans Services program continues to provide prompt service to the Town's veterans and their dependents. There are about 1,000 veterans living in Town. Over the past year, services were provided as follows:

Number of Veterans and dependents who received Chapter 115 benefits: 23 per month

Number of Veterans and dependents serviced or provided counseling: 327

Number of Veterans applied for VA Compensation: 26

Number of Veterans or dependents applied for VA Pension: 8

Number of Veterans applied for Aid and Attendance: 7

Number of Veterans applied for Education Benefits: 0

Number of Veterans applied for Burial Benefits: 5

Provided transportation for 6 Veterans for appointments.

Attended a four-day training seminar in Leominster.

Attended 1 appeal hearing.

Veterans seeking assistance are encouraged to contact the Veterans' Services Office for information on program offerings. We are proud to service the Veteran Community and stand ready to answer their call.

Respectfully submitted,

Bob Greenhalgh  
Veterans Agent



**Blackstone Valley Vocational Regional School District**  
**Fiscal Year 2018 Annual Report**  
**July 1, 2017 – June 30, 2018**

**A Message from the Superintendent-Director**

Thanks to you, our students experienced a top-notch education during Fiscal Year 2018. We are grateful for your continued support, and we have chosen to utilize our Annual Report as an opportunity to highlight our students' successes and District achievements for you. Your financial and personal support of our school system creates opportunities for our students to explore different career paths, academic subjects, activities, and viewpoints on their roads to success.

One of the most telling indicators of the impact of your investment in our vocational technical delivery system comes from the seemingly always-busy hallways, laboratories, and athletic fields of our campus. Students, staff, and alumni alike are fully immersed in our school culture, and often spend additional time on campus reaching for success or assisting others.

Nicole White was one of the many alumni who have reached out to their alma mater after graduation. A 2016 Culinary Arts graduate, Nicole posted on our social media page requesting art work from current students to display at an event hosted by the non-profit MassLEAP where she was completing an internship. In our quest to share in her current success, we learned Nicole's path from BVT to MassLEAP was filled with twists and turns. We knew her story was the perfect case study in flexibility, adaptability, and curious exploration skills required to be successful in the 21st century.

A success story like Nicole's is not uncommon in today's fast-paced, ever-changing world. The vast array of skills she, and all other BVT students, learned while in high school ensures preparation for whatever comes next.

I am incredibly proud to be a part of the BVT community, and I hope you are too. I thank you for your long-term support of our system, and I encourage you to read on to see how our students and staff are continuing their curious journey of exploration toward success and happiness.

Dr. Michael F. Fitzpatrick  
Superintendent-Director

**Alumni Profile: Nicole White – Curious Exploration**

*Although some people see their success moving in a continuous, straight line, others find their success following a more circuitous path. The old notion of climbing directly to the top of the corporate ladder has become outdated as people begin to approach their careers as fluid and ever changing. Nicole's dedication to curious exploration has led her to unexpected, yet significant and impactful, experiences on her way to future career success.*

A plate of spaghetti is an apt description of what Nicole White's, Class of 2016, story looks like from the outside looking in. Her plans transitioned from one extreme – the Culinary Arts industry – to another – becoming a veterinary assistant – during her high school years alone. Early in her college career, more twists were put into her career planning as she moved from a veterinary assisting major to a nursing major to a psychology major, yet fear is not a word in Nicole's vocabulary.

Nicole seizes opportunities to explore different possibilities and pursues them with intense dedication. She's curious about the world around her and doesn't hesitate to try or fail. After all, the Culinary Arts program at BVT was a four-year base that was ultimately helpful preparation in determining her career path. Then there was the semester of Veterinary Assisting at Becker College in Worcester, MA where she learned a career in veterinary medicine would not be advantageous to her. That was followed up by a semester in the nursing program, where she learned her interests did not align with the medical field. Now, she's chosen to pursue psychology, but Nicole still sees fluidity in herself and her career path.

Applying to BVT was a simple decision for Nicole. It would be a new adventure with her friends by her side, and together they would gain a head start on life by finding their passions and pursuing them at a young age. However, as the admissions process wore on, her friends slowly changed their minds about the school and tried to convince her to do the same.

"In the beginning, it was easy. I was going, all my friends were going, but then after they all changed their minds, I was like 'wow, I'm not going to know anyone'...and then it was a tough decision to make."

Taking the leap and embarking upon new opportunities, Nicole focused on what could be ahead. After the freshman Exploratory period, Nicole hoped to follow in her sister's footsteps and be a part of the Health Services program. The placement would give her a head start on a career in the medical field and she could explore working in a variety of clinical settings.

Instead, Nicole experienced a detour on her road to success. She was placed in the Culinary Arts program, her second choice placement, and began to imagine a future in the industry.

She enjoyed the creative freedom that came with being in the kitchen and bakeshop, but as graduation approached she realized a career in the Culinary Arts field was not for her.

"Going to BVT made me a hard worker, but pursuing Culinary Arts ended up not being the best choice for me and my future," Nicole said. "I knew that no matter what I pursued, the life skills I learned in Culinary Arts would help me be successful."

As she thought about her next step, she heard BVT was researching the feasibility of adding a Veterinary Assisting program in the future.

"Hearing BVT was thinking about something with pre-veterinary sparked something in my mind, and I thought that would be a great career fit for me."

She enrolled in the Veterinary Assisting program at Becker College as the hands-on program is among the best and she could save money by living at home during her schooling. A lucrative, exciting career in the veterinary medicine industry was ahead of her – that is until the hives, sneezing, and coughing began.

"I learned I have allergies to animals and my allergies got so bad I couldn't even be in the same room as a dog without sneezing and coughing," Nicole said. "I thought there's no way I will be able to be a veterinarian and be able to do it to the best of my abilities because I'll be too busy sneezing."



Once again, Nicole's path had circled back to the starting line. She thought back to her time at BVT and realized she could pursue her original first-choice career path, so she switched to the Nursing program at Becker and declared a minor in psychology.

"I did one semester, and it was absolutely horrible. Anatomy and Physiology was the worst experience of my life, and I knew it wasn't for me," she said.

Stepping back to consider her options yet again, she thought back to her time at BVT and the career tests she had taken in the past as well as the one's she had taken more recently. Each test noted her inclination towards psychology and social work. Her performance in current psychology classes validated her knack for the field, so Nicole declared a psychology major.

"This experience is helping me learn what I don't want to do, which is just as important to me as what I do want to do," Nicole said. "I feel like I have better skills to choose a career path that will truly make me happy."

With the help of her advisor at Becker College, Nicole narrowed down her career ambitions to a single sentence: "I want to help people and change lives." With that in mind, her advisor suggested she participate in the school's Semester in the City program. The program gives students the opportunity to live in Boston for the semester while taking classes and participating in an internship with a nonprofit organization.

Nicole was paired with MassLEAP, whose mission is to bring youth communities together through spoken word poetry.

"It's really about getting people to talk, getting people to listen and understand each other instead of pointing fingers and not listening," Nicole said.

As part of the internship, Nicole worked with students to plan poetry nights and writing workshops before she was tasked with planning her own event. She chose to combine spoken word poetry with visual art in an event called Painting Poetry. The event displayed 40 pieces of art work from high school students across the nation and gave student poets an opportunity to tell their stories to the visiting crowd.

"People were really thankful for the event and I had a lot of people who said these kinds of events don't happen often, so they jumped at the opportunity to submit their art," she said.

The program solidified Nicole's desire to change lives by helping people; it also showed her a way to do it. She experienced a broad range of diverse viewpoints, learned about different art forms, and discovered new parts of herself.

"I was always so afraid of change, but, once you experience it, it's kind of addictive," she said. "Now, I want to do crazy things and experience new things because that's the best way to learn."

Although her career path thus far has resembled a plate of spaghetti rather than a ladder to the top, Nicole knows these experiences have given her maturity and wisdom while shaping her thoughts about the world.

"I've learned to work in diverse groups, and I didn't realize how different cultures and experiences bring so many different ideas to the table," she said. "Diversity just works better. You have more successful ways of innovating when you have different viewpoints."

She knows many people express frustration with young people like herself who attend vocational schools, but choose to follow different career paths than their selected trade. However, Nicole feels no one should expect someone's learning to end after high school. After all, it's estimated only 27 percent of people are in a job directly related to their college major, so Nicole's diverse resume will be an asset to her.

"BVT doesn't only teach trades. It doesn't only teach its students to be the best in the specific fields they want to be in. BVT teaches students about real life. It teaches about community; it teaches that putting in hard work is the way to get the results you've been dreaming," she said.

As Nicole prepares to enter her junior year at Becker College, she knows there are still twists and turns along the way, but she feels prepared for them because BVT taught her to be flexible and resilient in responding to unexpected changes and embracing new opportunities.

Fear is not a word in Nicole's vocabulary, but fearless surely is. Every experience gives her new knowledge, insight, and expertise to aid in her journey to success.

### **Giving Back: The Value of Play**

During the Third Annual Project Playhouse unveiling on April 25th, BVT Construction Technology students brought sunshine to a rainy day when they presented the VanderZicht family of Uxbridge with a custom-made, train station-inspired playhouse.

Project Playhouse is a collaborative project between Bryant University, Rosemary's Wish Kids, and local high school students who design and build playhouses for local families. The VanderZicht family immediately began making memories in their new playhouse shortly after the unveiling.

"The kids have been asking for a clubhouse or a treehouse. Now they won't be asking for that anymore," said Brian VanderZicht. "The students did an awesome job; I love that it's completely finished and so beautiful."

The BVT students began working on the playhouse in January. Local businesses, including Koopman's Lumber in Whitinsville and Plywood Plus in Worcester, donated materials to the project. After several weeks of planning and revising, the students set to work building the playhouse train station known as Seaside Station. The students included wooden train tracks on the side of the playhouse to tie the theme into the design.

"The best part of the project was watching the kids have fun in the playhouse and knowing that you helped do that," said Nicholas Pires, a Class of 2018 Construction Technology graduate from Milford. "We don't always get to see the reaction to our work, so to see kids enjoying it made the hard work worth it."

### **Honoring the Class of 2018**

Graduates beamed with pride as cheers echoed throughout the Hanover Theatre at Blackstone Valley Tech's Class of 2018 commencement ceremony on May 30th.

The Hanover Theatre for the Performing Arts in Worcester was packed as family, friends, and educators gathered to take part in the commencement ceremony honoring 296 students. The night marked the conclusion of their dual high school education as they received their vocational certificates and diplomas.

Superintendent-Director Dr. Michael F. Fitzpatrick reminded students to continuously seek new knowledge and refuse to remain stagnant. He advised students to be focused on their goals, but to remain flexible as the world constantly changes.

"Be productive, show the world your talents, and define success on your own terms," Fitzpatrick said. "Always remember that life is not linear, but the twists and turns are what makes it exciting, fun, and worthwhile."

Following the commencement ceremony, the sidewalks outside the Hanover Theatre were packed as hundreds of proud parents, guardians, family members, and friends greeted the BVT Class of 2018 with hugs, cheers, and congratulations.

See the photo gallery at: [www.valleytech.k12.ma.us/classof2018](http://www.valleytech.k12.ma.us/classof2018)

### **FY18: Another Outstanding Year of Achievements**

Our students continue to display their mastery of rigorous academic topics and industry-validated vocational technical competencies.

#### **408**

During the 2017–2018 school year, a total of 408 AP course exams were given to 271 students in English Language & Composition, English Literature & Composition, U.S. History, Biology, Chemistry, Calculus AB, Computer Science A, MacroEconomics, Physics 1, and Spanish Language & Culture.

#### **16 years**

The Massachusetts Comprehensive Assessment System's (MCAS) Spring 2017 test results revealed a tremendous performance by BVT students for the 16th straight year. In English Language Arts, 100 percent of our students scored Advanced or Proficient compared favorably to the statewide average of 91 percent. In Math, 95 percent of students scored Advanced or Proficient compared favorably to the state-wide average of 79 percent..

#### **99%**

The Department of Elementary and Secondary Education requires passing the MCAS Science and Technology/Engineering exams as an additional prerequisite for a diploma. An impressive 99 percent of our students scored Advanced or Proficient compared to 74 percent statewide.

#### **100%**

In Spring 2017, 161 freshmen took the High School Science MCAS and 100 percent scored in the Advanced and Proficient categories. This was the fourth straight year 100 percent of our freshmen taking the Science exam scored in the two highest categories.

#### **\$6 million**

Members of the Class of 2018 earned more than 200 scholarships and awards with a collective renewable value in excess of \$6 million.

A total of 270 juniors and sophomores participated in the fall PSAT/NMSQT and spring PSAT 10 test administrations. Designed by the College Board, the tests are an early indicator of potential student success on the College Board's SAT tests and Advanced Placement program.

### **Applying STEM Skills**

After school in the Engineering Technology shop at Blackstone Valley Tech observers will notice groups of students hunched over tables looking over schematics, strategizing for competition, and reading guidelines. Robots rest on tables and shelves throughout the room along with several metal pieces and tools. The students are members of the school's robotics club who are diligently preparing to compete in, and pursue a spot at the international competitions of, two robotics competition series.

The club meets collectively each week to build and code robots to perform specific tasks. The tasks the robots need to complete differ by competition series as do proportion and function restrictions. The two competition series themselves also differ in size and scope, but both require intense science, technology, engineering, and mathematics preparation.

One of the competition series, VEX Robotics, splits the club into several teams of three to four members who create a robot measuring at most 18" x 18" x 18" to compete in a game. The game changes each year allowing students to flex their engineering skills with a new project.

"I went to the world competition last year for VEX Robotics and it was an amazing experience," said Casey Gosselin, a Class of 2018 Drafting & Engineering Technology graduate from Northbridge. "It's the goal to get back there and compete again."

This year, participants of VEX Robotics tournaments competed in a game called "In the Zone." The object of the game is to score the most points by stacking cones on goal posts in specific zones and building the tallest stack of cones on a goal.

The team began their competition season on November 19th, when five teams attended a tournament at Quinsigamond Community College. There, two of the teams won awards, including the Design Award and the second place title. The Design Award is presented to the team with the top robot design, best engineering notebook, and an outstanding interview with the judges. The success of that competition continued throughout the season and led to three BVT teams to qualify for and compete at the VEX Robotics World Championships where they won the "Inspire Award."

"The VEX competition was nerve wracking, but it was good that our robot competed well," said Gosselin. "It was great to see all the teams come together."

Whereas students began competing in VEX Robotics in the fall, the second competition series the club competes in – FIRST Robotics – kicks into gear in the winter months. At the kickoff ceremony on January 6th, the club learned it would compete in an event called "FIRST Power Up" during the season. The object of the event is to earn the highest score by tipping the game's scale or the alliance's switch in their favor, exchanging power cubes for power ups to gain a temporary advantage during the match, and climbing the scale tower. The club had six weeks to build and program its robot before it was set aside until competition began in March.



The FIRST team competed at four events and won the excellence in engineering award twice, including at the New England District Championships. Their impressive performances throughout the season qualified them for the FIRST International Competition.

"I've learned teamwork and leadership skills, a better understanding of the engineering and design process, and a broad spectrum of engineering skills," said Gosselin. "Being involved in the Robotics Club helped me decide to study robotics and engineering in college next year."

### **Our Students Excel at SkillsUSA**

The annual SkillsUSA competition series is a showcase for vocational technical education where students compete with each other in hands-on, technical exams designed and judged by industry leaders and experts. Our students proved their technical skills are among the best in the country in 2018, and kept their impressive winning streak alive, by earning 158 medals at the district, state, and national levels.

Massachusetts District V Conference  
35 GOLD, 34 SILVER, and 33 BRONZE

Massachusetts State Leadership and Skills Conference  
22 GOLD, 15 SILVER, and 14 BRONZE

National Leadership and Skills Conference  
3 GOLD – Christopher Calvao of Milford and Nicholas Reed of Sutton (Urban Search and Rescue – Team Event); Donovan Tames of Northbridge (Telecommunications Cabling).  
1 SILVER – Sarah Arnold of Northbridge (Commercial Baking).  
1 BRONZE – Brandon Kee of Milford (Principles of Technology).

Top 20 – Zachary Taylor of Upton (4th Major Appliance Technology); Jack Mandella of Sutton (4th Welding); John Doiron of Douglas (6th Dental Assisting); David Stewart of Mendon (6th Diesel Equipment Technology); Vella Ross of Northbridge (7th Medical Terminology); Timothy Snow of Mendon (10th Technical Drafting); Gibran Kafal of Northbridge (14th Culinary Arts); Cameron Pelletier of Milford and Justin Thayer of Uxbridge (14th Mobile Robotics Technology – Team Event); Ethan Blake of Millville (18th CNC Milling Specialist).

NATIONAL VOTING DELEGATES – David Brown of Douglas; Abby Kelly of Hopedale; Kelley Muanya of Milford.

NATIONAL OFFICER – Adam Cavanaugh of Milford.

STATE OFFICER – Anika Koopman of Northbridge.

### **Combatting Gender Violence**

The #MeToo and Time's Up movements have brought sexual assault and gender violence into the national spotlight. The stories of abuse in the sports and entertainment industries led many to begin advocating for changes in laws, boardrooms, locker rooms, and everyday conversations. The BVT SkillsUSA Community Service team saw the national conversation as a platform to launch their annual public service campaign.

The SkillsUSA Community Service Team, Mina Dehestani of Millville, Anita Faath of Hopedale, and Madeleine Asacker of Mendon trained students and staff to recognize and address the signs of



gender violence. The team participated in the Game Change: The Patriots Anti-Violence Partnership training program to learn anti-violence strategies.

The Game Change program is a partnership between the New England Patriots Charitable Foundation and the Massachusetts Attorney General's Office that aims to implement long-term anti-violence and healthy relationship education in Massachusetts schools.

The training curriculum, Mentors in Violence Prevention (MVP), gives students the skills to recognize dynamics of power and control that can lead to relationship and gender-based violence. The Center for the Study of Sport in Society at Northeastern University runs the program.

The training gave the students the tools to spot and address gender violence in their own lives and train other students to do the same.

"Participating in the Game Change training and watching other students develop new ideas from the materials made me appreciate the role students have in bringing the community together as a whole and educating people to end problems like dating violence," said Asacker. "I noticed my ideas and thoughts changed and grew as I went through the training. It is inspiring to work side-by-side with such resourceful people to end gender-based violence."

The two-day training at Blackstone Valley Tech trained the three members of the Community Service team as well as six other BVT students, 10 Nipmuc students, and 10 Blackstone- Millville students.

The students returned to their schools and spread the messages taught by the Game Change program. The BVT SkillsUSA Community Service team also completed several additional initiatives, including a workshop with local middle school students.

### **Celebrating Excellence**

The accomplishments of our students and staff included numerous awards and recognitions in FY18.

### **Non-Traditional Student of the Year**

Class of 2018 Manufacturing & Engineering Technology graduate Silvana Reid of Mendon was selected as the recipient of the Massachusetts Vocational Association's Non-Traditional Student of the Year Award.

Reid was selected for her commitment to her manufacturing and engineering technology training, academic education, leadership skills, and school involvement. As part of the award, Reid received a \$500 scholarship to continue her manufacturing and engineering education at Worcester Polytechnic Institute.

### **Art All-State**

The Massachusetts Art Education Association invited Grace Peters, a junior from Sutton in our Painting & Design Technology program, and Madison Durand, a junior from Millville in the Multimedia Communications program, to attend the Art All-State program held at the University of Massachusetts at Dartmouth.

Art All-State is a selective, intense, two-day program that brings together 145 artistically exceptional high school juniors to work with artists and create collaborative art installations. Students also learn about art careers through conversations with 16 artist mentor who discuss their work and share their experiences.

#### **Lions Young Ambassador of the 21<sup>st</sup> Century**

In February 2018, Brandon Kee, a sophomore Engineering Technology student from Milford received the Lions Young Ambassador of the 21<sup>st</sup> Century award at the Lions District 33-A Mid-Winter Conference. While any high school student within the Central Massachusetts region is eligible for the award, each year the committee selects just one winner. The award recognizes students for outstanding community service, leadership, and scholastic achievement.

#### **Project Lead the Way Distinguished School**

BVT's educational philosophy centers on embracing new learning models and creating project-based curriculum that engages students. In 2014, the school found a perfect partnership with Project Lead the Way, a nonprofit organization that provides transformative learning experiences for students and teachers by empowering them to develop in-demand, transportable knowledge and skills through computer science, engineering, and biomedical science pathways.

The organization recognized BVT as a 2017–2018 Project Lead the Way Distinguished School for its commitment to increasing student access, engagement, and achievement in PLTW programs. BVT is one of only 133 high schools across the United States to receive the honor.

#### **Green Difference Awards**

BVT teamed up with National Grid of New England to design and build energy efficient models to assist consumers in finding environmentally and economically friendly products.

The display models act as interactive training stations to help educate consumers about heat pump technology, energy efficient lighting options, and modern construction and insulation. The year-long project involved six faculty members and 35 students from four of our vocational programs: Electrical, Painting & Design Technology, HVAC&R, and Construction Technology.

The project earned the school an Outstanding School-Led Project in Energy award at the 2018 Green Difference Awards. Project Green Schools presented the award to students and staff on April 13, 2018 at the Massachusetts State House.

#### **Community Projects**

Giving back is a pillar of our school culture and commitment to promoting value-based, experiential learning opportunities. Each year, our students participate in community projects, which give District residents a tangible return on their investment while providing students with real-world experience. BVT's work on capital improvement projects throughout the District is a source of financial relief for local budgets as is our ability to use internal, vocational technical talent for on-campus improvements and renovations. We're proud to share our students' talents, and provide further savings for District residents, by inviting our stakeholders to enjoy discounted services in our student-run restaurant, salon, and design and print center.

In FY18, a total of 374 projects and services resulted in significant savings for our District:

Direct Savings to Towns	\$294,582
In-School Projects, Installations, and Repairs	<u>\$184,759</u>
Total Savings to Taxpayers	\$479,341

A few of the FY17 community projects include:

### **Bellingham Public Library Renovation**

They say, "don't judge a book by its cover," but why not make the it the best it can be? The Construction Technology students made sure the Bellingham Public Library looked its best by removing a section of old siding and replacing it with new siding to match the existing exterior.

"Thanks to BVT for their work on the library's siding this week," the Bellingham Public Library said on its Facebook page. "Now both sides of the library building match!"

### **Building Out the Blackstone Valley Chamber of Commerce**

The Construction Technology students learned to match new construction with old construction while helping the Blackstone Valley Chamber of Commerce create instructional spaces for its workforce training center. The center will house two state-of-the-art classrooms and a fabrication laboratory to aid in addressing the gap of skilled workers in Massachusetts.

BVT students, who themselves are working to close the skills gap through their vocational training, built partitions at the site to create the classrooms and laboratories within the Linwood Mill. After the Construction Technology students finished their build out, the Electrical students stepped in to reroute wire displaced in the construction, run new cabling, bring power and lighting into the space, and drop internet wires in the classrooms.

"Through this partnership with BVT, a valuable entity was created that can change the lives of those who take part in the programs and projects presented at this facility," said Jeannie Hebert, President and CEO of the Blackstone Valley Chamber of Commerce.

### **Refurbished Upton Rescue Truck**

It's difficult to miss the bright red Upton Rescue Truck driving down the street, and, thanks to the BVT Auto Collision Repair and Refinishing students, it should continue to service the town's residents for another five to 10 years.

The students, led by instructors David Beaudreau and Benjamin Bertrand, rebuilt the Ford F-350 using replacement pieces from other vehicles. The refurbished vehicle, devoid of rust spots, was then painted the signature red color before the Painting & Design Technology students stepped in to finish the project by applying vinyl lettering.

### **Athletic Field Scoreboard**

The far end of BVT's main athletic field was outfitted with a new scoreboard this year thanks in part to a donation from UniBank and the hard work of several BVT vocational programs. The students were heavily involved from start to finish replacing the old, weather-damaged scoreboard with a new, LED-lit version.

The Drafting students created blueprints for the project, the Electrical students wired the scoreboard and ensured it functioned properly, the Manufacturing students produced and welded the frames for the signs above and below the scoreboard, the Auto Collision students

painted the background of the signs, and the Painting and Design students created and applied the vinyl Beaver mascot to cap off the project.

Now, as many of our student athletes compete on the field, they can look up and see their hard work displayed for all.

### **Return on Investment**

#### **BVT Budget Leverages Grants, Enhances Skills, and Creates Student Opportunities**

Our School Committee developed the District's FY18 budget in a manner that adheres to strict state requirements while also responding to the identified needs of local business and industry. The District's administration worked in partnership with the Central Workforce Investment Board to identify and respond to specific industries experiencing worker shortages and skills gaps. Despite a very modest increase in State Aid, the District leveraged grant and other private funding opportunities to hold the operating budget to a 3.50% increase. The School Committee also authorized the use of \$250,000 in available reserves to help offset the State's raise in minimum contributions for member towns, including its 3.05% increase for FY18.

Administration, faculty, and students continually search out ways to improve processes, curtail energy consumption, and reduce waste to contain costs at the school. Additionally, we manage spending, and promote a positive learning environment, by striving for teacher excellence through targeted professional development opportunities while stressing the importance of a healthy lifestyle for our students and staff alike.

The District's FY18 operating budget of \$22,725,302 was funded primarily by \$8,994,605 in Chapter 70 & 71 State Aid and \$13,267,666 in Member Assessments. As a dedicated partner of our District towns, we remain committed to further assisting in their fiscal management, austerity, and planning by presenting a single, consolidated annual request. Valley Tech operates within the dollars requested regardless of any unforeseen variables within anticipated revenue streams.

#### **Grants: Complementing Community Support**

BVT continues to aggressively pursue non-taxpayer resources available through public and private grants or donations to support enhanced learning, programs, and services for students. In FY18, local assessments were complemented by more than \$1.2 million in grants, private sector support, and efficiencies.

In FY18, BVT furthered its commitment to bringing state-of-the-art equipment and curriculum to students when it was awarded a \$12,000 Project Lead the Way STEM Career Pathway Capacity Grant. The grant allowed the school to implement a PLTW Computer Science pathway for the Information Technology program, support teacher professional development, and purchase materials and equipment used in the hands-on, project-based course. We're one of 73 schools across the Commonwealth to receive the grant, which is supported by the Baker- Polito Administration, the One8 Foundation, and Mass STEM Hub.

"It is essential that we engage our students throughout their K-12 school years with hands-on lessons in science, engineering, computer science, technology, and math," said Lieutenant Governor Karyn Polito.

In addition to grants, BVT saved on capital expenses throughout FY18 by securing more than \$45,000 in funding donations from business and industry partners. A generous donation from the



Rose Family helped the school build a therapeutic green space in its courtyard to further social emotional learning and mental health initiatives. BVT also secured donations from several local banks to assist in maintaining student transportation vans used for community projects and educational field trips.

#### **Class of 2018: Bellingham Graduates**

##### **NHS: National Honor Society**

##### **NTHS: National Technical Honor Society**

Maria Jeanette Batista, Heating, Ventilation, Air Conditioning and Refrigeration (NHS/NTHS); Lucas Allan Bliss, Manufacturing and Engineering Technology; Audrey Lynn Bourque, Health Services (NHS); Jack Daniel Bourre, Drafting and Engineering Technology; Riley Michael Compton, Multimedia Communications; Nicholas James Connolly, Drafting and Engineering Technology (NHS/NTHS); Matthew James Costello, Manufacturing and Engineering Technology; Halle Ryan Derouin, Plumbing (NHS); Erin Theresa Fraine, Culinary Arts; Cali Elizabeth Goldberg, Multimedia Communications (NHS); Derek Steven Houle, Electronics and Engineering Technology (NHS); Shawna Ann Kenney, Dental Assisting (NHS/NTHS); Troy Peter Lafond, Engineering Technology (NHS/NTHS); Cameron James Levitre, Electronics and Engineering Technology (NHS); Dana Leigh Martino, Culinary Arts; Angelica Maureen Martins, Health Services (NHS); Brianna Valerie Martins, Business Technology; Stephanie Miranda, Business Technology; Lyndsay Kaye Lamb Morse, Plumbing (NHS); Jeffrey Russell Newcombe, Jr., Construction Technology; Kourtne Lynne Page, Dental Assisting (NHS/NTHS); Casey Dineen Remillard, Culinary Arts; Taylin Alexa Surette, Cosmetology; Alexa Marie Venuti, Health Services (NHS); Emily Nicole Walden, Culinary Arts.

#### **Our School Committee**

The Blackstone Valley Tech School Committee is comprised of 13 dedicated individuals, elected district-wide, with representation from each of our member towns. With many years of experience in fields ranging from business and industry to law and education, they provide invaluable expertise in overseeing operations and setting District policy.

**Chairman:** Joseph M. Hall – Bellingham

**Vice Chairman:** Gerald M. Finn – Millville

**Assistant Treasurer:** Chester P. Hanratty, Jr. – Millbury

**Secretary:** Anthony M. Yitts – Grafton

Joseph A. Broderick – Blackstone

John C. Lavin, III – Douglas

Mitchell A. Intinarelli – Hopedale

Dennis P. Braun – Mendon

Paul J. Braza – Milford

Jeff T. Koopman – Northbridge

Julie H. Mitchell – Sutton

David R. Bartlett – Upton

James H. Ebbeling – Uxbridge

**Superintendent-Director:** Dr. Michael F. Fitzpatrick

**Assistant Superintendent-Director/Principal:** Anthony E. Steele, II

**Assistant Superintendent for Finance and Operations:** Kurtis W. Johnson

**District Treasurer:** Barbara A. Auger



THE ANNUAL REPORT  
FOR THE YEAR ENDING  
DECEMBER 31, 2018  
OF THE  
SCHOOL COMMITTEE,  
SUPERINTENDENT OF SCHOOLS  
AND  
ADMINISTRATIVE STAFF

TOWN OF BELLINGHAM  
BELLINGHAM, MASSACHUSETTS

Visit our website: [www.bellinghamk12.org](http://www.bellinghamk12.org)

## REPORT OF THE SCHOOL COMMITTEE - 2018

The School Committee met bi-monthly throughout the year and dealt with two primary areas of responsibility: policy and budget issues.

During the months of December, January and February, FY19 budget presentations were made to the School Committee by the following departments and schools: District Office, Curriculum, Technology, Maintenance, Special Education, Food Service, Elementary Schools, Intermediate School, High School and the Keough Memorial Academy.

The School Committee presented the FY19 budget at a public meeting to the Finance Committee in March. In April, a Public Hearing was held for the FY19 Budget Proposal presented at the Municipal Building. In May the School Budget for FY19 was approved at the Annual Town Meeting.

Following the town election, the School Board held a reorganizational meeting. Michael Reed was elected Chairman, Jennifer Altomonte was elected Vice-Chairman, and Melissa Jacques was elected to the Treasurer position.

In September, the established bus transportation fees continued for the 18-19 school year for all students wishing to participate in bus transportation who live less than two miles from their assigned school, and for all students in grades eight to twelve who wish to participate in bus transportation. A \$200.00 fee per student was agreed upon as an annual bus transportation fee, with a family cap of \$400.00 per year.

The School Committee and the Administrative Team, made up of School Principals and Directors, will thoroughly evaluate all options and recommendations to assist the Committee in moving forward in the most educationally sound and fiscally responsible manner.

The School Committee continues to support the district's Strategic Plan and Vision: *All students will achieve academic excellence and be self-directed learners possessing the ability to think critically, problem solve, communicate, collaborate and research effectively to be socially responsible citizens.* The School Committee continues to work actively to support the goals and mission statements of the district and help provide the best possible educational opportunities for the students of Bellingham. We wish to recognize the efforts of our Superintendent, Administration, Faculty and Staff, to ensure the success of our students in partnership with parents who are actively involved with their children's education.

Sincerely,

Michael Reed, Chairman  
Jennifer Altomonte, Vice Chairman  
Melissa Jacques, Treasurer  
Mark Flannery  
Lori Columbo

## REPORT OF THE SUPERINTENDENT – P. Marano

Improving student performance and achievement and maintaining a focus on best instructional practices and creating and sustaining an environment of continuous improvement are the cornerstones of our vision for Bellingham Public Schools. Through a strategy of involvement which includes community leaders, parents, students, teachers and administrators, we will continue to work collaboratively to promote a school environment where all stakeholders feel safe and valued.

Our core mission is to foster an environment in which students and staff have opportunities to reach their full potential. Open and frequent communication among parents, students and staff is a key to achieving this goal. The Bellingham School District is committed to providing a challenging and academically motivating education where all students, staff and families accept responsibility for education within their schools.

The Bellingham Public School District's current enrollment is 2,200 students and an organizational staff of 400 employees. The district currently includes an early childhood program, two elementary schools (grades k-3), DiPietro and Stall Brook, the Bellingham Memorial School (grades 4-7), Bellingham High School (grades 8-12), and Keough Memorial Academy (grades 7-12) for students with special needs. Instructional programs offer a broad spectrum of course offerings to students of all levels and abilities, special education providing services for varying needs and advanced placement and honors programs for enrichment for postsecondary and career preparation. Technology is available to students at all levels, fully supported to enhance learning and instruction. Our district has always taken pride in the fact that we prioritize meeting the needs of all students regardless of diverse backgrounds, interests, abilities and/or special needs.

We will continue, as a district, to encourage and support community involvement in our efforts to enhance learning and instruction at all levels. We are continuing the process of building a curriculum database which is designed to communicate and standardize the expectations and components of the district's teaching and learning system. The re-establishment of the Bellingham Educational Foundation, a partnership between school personnel and community members, has been a huge success. This organization has created a new level of collaboration between schools and the community, with social events and fundraisers held in 2018.

The School Committee and the Administrative Team will continue to support the District Improvement Plan and Strategic Plan. Our goal is to always reach for our vision: *All students will achieve academic excellence and be self-directed learners possessing the ability to think critically, problem solve, communicate, collaborate and research effectively to be socially responsible citizens.* I look forward to the future of the Bellingham School District; I believe that together we can achieve the goal of creating a collaborative environment that incorporates quality curriculum, sound instruction and data to provide constructive feedback to support each student's academic, social, and emotional needs so all students can reach their full potential.

## ENROLLMENT

As of December 1, 2018, 2,128 students were enrolled in kindergarten through grade 12 in our schools. This figure represents a decrease in enrollment of 46 students from December 1, 2017.

ENROLLMENT AS OF DECEMBER 1, 2018						
GRADE	STALL BROOK	DIPIETRO	MEMORIAL	HIGH	KEOUGH	TOTAL BY GRADE
KINDERGARTEN	67	94				161
1	81	82				163
2	81	88				169
3	59	87				146
4			172			172
5			188			188
6			166			166
7			186			186
8				165	6	171
9				137	6	143
10				155	6	161
11				143	8	151
12				142	9	151
TOTAL BY SCHOOL	288	351	712	742	35	2128

### Enrollment for Grades K-12, October 1st Figures (first full month of school) for the past five years

2013 - 2014	2014 - 2015	2015 - 2016	2016 - 2017	2017 - 2018
2319	2289	2201	2157	2134

## SCHOOL-SPECIFIC REPORTS

### Bellingham High School

Principal's Report: Year ending December 31, 2018

Megan Lafayette, Principal

Bellingham High School is now in its 18<sup>th</sup> year in a modern facility. Our high school services grades 8-12 with a student enrollment of 763 students. Our school features a culture and belief system dedicated to high expectations, continuous growth, innovative programming, personalized instruction and authentic learning experiences.

Each student is challenged to actively participate in school and in the community and to assume responsibility for setting and achieving personal goals, while learning skills requisite for becoming productive citizens of the 21<sup>st</sup> Century.

BHS faculty and staff are currently finishing the self-study document to continue maintaining our accreditation by New England Association of Schools & Colleges (NEASC). We have begun preparing for our 2019 decennial visit by the New England Association of Schools & Colleges (NEASC).

We continue our focus on developing innovative programming and authentic learning experiences in a rigorous learning environment requiring a variety of educational resources and supports. As we continue our mission, we are thankful for the community's level of support in recent years.

It is clear to the students and staff of Bellingham High School that we truly have the support of our community in providing and maintaining a comprehensive facility and the support staff essential for this facility to be effective.

This year's budget proposal is influenced by the following factors:

- Support of our Core Values and Beliefs about Learning
- Implementation of School Improvement Plan
- Commitment to maintaining the current graduation standards and expectations
- Adherence standards of the New England Association of Schools and Colleges (NEASC).

### VISION

All students will achieve academic excellence and be self-directed learners possessing the ability to think critically, problem solve, communicate, collaborate and research effectively to be socially responsible citizens. ~ Bellingham Public Schools Vision

### CORE VALUES

*Academic Focus      Accountability      Compassion      Perseverance      Respect*

### THEORY OF PRACTICE

If we structure a collaborative environment that incorporates quality curriculum, sound instructional practices, data to provide constructive, targeted feedback, and support to foster each student's academic, social, and emotional needs, then we will have a student-centered teaching and learning community in which all students can achieve their academic and social potential.



## **FOREWORD FROM OUR SCHOOL IMPROVEMENT PLAN**

The purpose of the plan is to set the instructional and organizational agendas for school improvement over the academic/fiscal year. This plan is closely aligned with the 2015-2017 SIP, and represents the next steps in the evolution of Bellingham High School. Consequently, some of the overarching objectives of this plan remain the same as the previous plan, while the action items represent new areas for student and institutional growth and learning.

Our SIP is comprised of four goals that are directly aligned to the four standards of the Bellingham Public Schools District Strategic Plan. The BHS improvement goals outlined herein are broad in nature. However, the action items under each area represent specific tasks which the entire school community is committed to working.

### **GOAL #1: CORE VALUES AND BELIEFS ABOUT LEARNING**

The administration and professional staff will engage in an inclusive and collaborative process with the community that articulates our core values and student expectations for learning.

### **GOAL #2: CURRICULUM**

Sustain and continue to develop a school-wide system of supports for all students that support personal growth and provide opportunities to maximize individual learning needs.

### **GOAL #3: LITERACY INSTRUCTION ACROSS CONTENT AREAS**

Strengthen Tier I Literacy Instruction by implementing a focused set of literacy instructional practices which are implemented in each classroom and instructional setting.

### **GOAL #4: IMPROVING LEARNING OUTCOMES FOR ALL STUDENTS**

Support a school culture of reflection and continuous improvement by putting our core values in action, reexamining our current systems, and participating in our self-study to reflect on practices and procedures.

## **ACHIEVEMENTS:**

### **BHS is proud to recognize and celebrate our students for the following:**

- 36 students from the Class of 2019 were awarded the John and Abigail Adams Scholarship for their performance on the MCAS exams. Each is eligible to receive free tuition for four years at universities in the UMass system.
- This year BHS inducted fifty-five new members to our National Honor Society (NHS). These students were comprised of six seniors and forty-nine juniors who each exemplified through Scholarship, Service, Leadership and Character - the pillars of this esteemed society.
- National Junior Honor Society (NJHS) has a membership of 80 eighth and ninth grade students. In addition to the NHS pillars, they also include Citizenship.
- BHS will begin its preparation for the 2019 decennial accreditation visit from the New England Association of Schools and Colleges (NEASC). Over the course of the next two years the school will work collaboratively to address the standards for accreditation through the development of core values and beliefs, the creation of 21<sup>st</sup> Century learning expectations.

## STAFF

Bellingham High School, located in Bellingham, Massachusetts, has an enrollment of 750 students in grades 8-12 serviced by sixty-three teachers and ten instructional learning assistants. In addition, the students are supported by four guidance counselors, one special education team chair, one school psychologist, one school adjustment counselor and one mental health clinician. The administration consists of one principal, two assistant principals, one guidance director and one athletic director. A support staff of secretaries, instructional learning assistants, custodians, food service workers and computer personnel all contribute to the effective operation of the school.

## STUDENTS

Bellingham High School is a community of 763 learners. Based on the 2018 DESE school profile data, the ethnic makeup of our school is: 87.4% White/Caucasian, 2.4% African American, 3% Asian, 0.3%-Native American, 0%-Native Hawaiian/Pacific Islander, 4.7%-Hispanic or Latino, 2.2% Multi-Race Non-Hispanic.

The current inclusion model has 18.9% of the members of the student body classified as students with disabilities. 3.8% of the student body comes from homes in which the first language is not English, 1.4% of students are English Language Learners. 17.3% of Bellingham High School students were identified as economically disadvantaged, while 32.2% of our population were identified as high needs.

## PERFORMANCE

### Composite Performance Index

Massachusetts uses the 100-point Composite Performance Index (CPI) to measure progress towards the goal of narrowing proficiency gaps. The CPI assigns 100, 75, 50, 25, or 0 points to each student participating in PARCC, MCAS, and MCAS Alternate Assessment (MCAS-Alt) tests based on how close they came to scoring Proficient or Advanced. (For example, all students scoring Proficient or Advanced are assigned 100 CPI points; students with very low assessment scores are assigned 0 CPI points.) The CPI for a student group is calculated by dividing the total number of points by the number of students in the group. The result is a number between 0 and 100.

- 98.5% in English Language Arts (state average 97.1%)
- 92.2% in Mathematics (state average 90.5%)
- 83.9% in Science (state average 76.9%)

### Student Growth Percentile

Each student who participated in the MCAS English Language Arts (ELA) or Mathematics tests in grades 4-8 or 10 and who also took the last MCAS test in that subject receives a Student Growth Percentile (SGP) score. The SGP compares a student's MCAS score with the scores of all students in the state at that grade level who received similar MCAS scores in prior years. SGPs range from 1 to 99; higher numbers represent higher growth and lower numbers represent lower growth. An SGP of 75, for example, means the student's progress is higher than 75 percent and lower than 25 percent of the students in the state with similar prior test scores. This method works independently of MCAS achievement levels. Therefore, all students, regardless of the scores they earned on past MCAS tests, have an equal chance to demonstrate growth at any of the 99 percentiles.

- 53.9 in English Language Arts (6.6 point decrease from 2017)

- 43.8 in Mathematics (6.2 point decrease from 2017)

## **PARENT INVOLVEMENT & COMMUNITY PARTNERSHIPS**

- Meet the Teachers Night & Parent Conferences
- Music: Bellingham Friends of Music, MA Instrumental and Choral Conductors Association, UMASS Band Day and Honors Music Festival, The American Band of RI, Bellingham Memorial Day Parade, Boston Red Sox Organization
- Numerous parent athletic booster organizations
- Bellingham Educational Foundation
- Operation Graduation
- District Attorney's Roundtable (community-based justice program - collaborative effort between the Bellingham Police, District Attorneys' offices, the Department of Social Services, the courts and the school) with monthly meetings.
- Bellingham Public Library and Rockland Trust Savings Bank
- College Night for Juniors
- College Night for Seniors

## **OVERVIEW OF CURRICULA**

Bellingham High School offers a comprehensive program of studies focused on quality college preparatory programs in English, Science, Social Studies, Mathematics and Foreign Language. Additionally, a broad range of courses in Music, Art, Technology, and Wellness extend and enrich our core academic offerings. Each course is assigned an academic level that indicates the degree of difficulty. Presently, there are ten Advanced Placement courses offered to students in Physics, Environmental Science, Calculus, Statistics, English Language and Composition, English Literature and Composition, Biology, Chemistry, U.S. History, European History. Spanish I, French I and Algebra I may be taken in grade eight to advance to the next level in grade nine. Other curriculum offerings include independent study classes, and high school enrichment classes at Dean College as well as dual enrollment programs. Over seventy-five percent of the students participate in our co-curricular programs that include athletics, student council and class officers, art, music and related programs.

## **ACADEMIC COORDINATORS**

Bellingham High School's academic departments are organized into three departments, the Humanities department, coordinated by Mr. Kevin McNamara, The STEM (Science, Technology, Engineering, and Math) Department, and the Unified Arts department, coordinated by Ms. Marie Forte.

## **ENGLISH DEPARTMENT**

### **Staffing:**

The English Department is supervised by Kevin McNamara, the Humanities Coordinator, and includes eight teachers: Mrs. Karen Bergeron, Mrs. Kris Colella, Mr. Jason Deeks, Mrs. Caroline Dillon, Ms. Diana Sandini, Mrs. Kate Sjogren, Mr. Chris Vitullo, and Mr. Peter Woodward.

### **Highlights:**

- All 11<sup>th</sup> grade students took the PSATs in October.
- All 8<sup>th</sup> grade students participated in iReady testing in October and will be tested again in February and at the end of the year.
- All 12<sup>th</sup> graders participated in college/personal essay writing lessons.



- Mrs. Kris Colella, Mrs. Kate Sjogren, and Mrs. Caroline Dillon analyzed data from the AP Literature and Composition and AP Language and Composition exams.
- Mr. Peter Woodward is chairing BHS' MTSS Literacy Team. He is also a member of our ILT and RTI teams.
- Mrs. Megan Larkin and Mrs. Kate Sjogren have joined the ILT
- Several Members of the dept. have adopted google classroom - Diana Sandini, Chris Vitullo, Peter Woodward
- 4 members of the English dept. have been enrolled in February Google Classroom Training

## **SOCIAL STUDIES**

### **Staffing:**

The social studies department is led by Mr. Kevin McNamara, the Humanities Coordinator, and includes eight teachers. Department members include Mr. Edward Rigney, Mr. William Jewers, Mr. Brian Dedentro, Mrs. Mary Ryan, Mrs. Mary Federlein, Mr. Thomas Lemire, and Mr. Jonathan Rohald.

### **Highlights**

- The department continues to enhance classroom offerings with the ongoing development and improvement of the elective offerings. The alternate year offering of some electives has produced the desired effect of creating classrooms with more robust numbers while offering more options to students over the course of their four years at BHS.
- The department has invited Guest Speakers to speak in classrooms and to the school in general. These have included Veterans, Holocaust survivors, Police Officers, Congressmen, and Middle Eastern affairs experts.
- AP US History continues to show excellent numbers of qualifying scores of 3, 4 or 5 on the exam qualifying them for college credit.
- Mary Federlein, Kevin McNamara, Mary Ryan, Tom Lemire have gone to the google classroom format in anticipation of the issuing of student Chromebooks -
- Department members have scrutinized data from MCAS, and AP testing scores to develop a teaching plan to attack students weakest areas - ie creating theses, multiple choice questions, and linking new information to existing knowledge.
- It is felt that with the addition of another teacher, the Social Studies department could provide even greater and more interesting offering to the student body of BHS, including at least two more AP classes
- three members of the department will be attending Google Classroom training in February.

## **WORLD LANGUAGE DEPARTMENT**

### **Staffing:**

The World Language department is led by Mr. Kevin McNamara, the Humanities Coordinator, and includes five teachers: Mrs. Lynne Gomes, Mr. David Holmes, Mrs. Megan Larkin, Mrs. Susan Peterson, and Mrs. Christine Sivyllis.

### **Highlights**

- In 2018, as in previous and future years, our department has and continues to be very busy with exciting and interesting, intellectually stimulating and culturally based activities inside and outside of our classrooms. This school year, our team decided to continue the same smart goal which is to increase our knowledge and use of effective strategies for teaching students how to effectively communicate orally in the target languages. Students are continuing to do more speaking activities with partners, presenting projects and PowerPoint; "Show and Tell"; and topic oral presentations to their classes. They are asked to perform

speaking tests on textbook units of study and teachers are logging the individual class participation of their students as they contribute orally during class as evidence. A concerted effort on the part of the entire department is being put forth to decrease hesitancy on the students' parts to speak out loud and to increase fluency and oral comprehension. In addition to this SMART Goal, our department members have the professional Smart Goal of learning to use Edline as our new assignment, testing and project communication tool for parents and students.

- In response to the Smart Goal of more speaking in the target language, French III classes have a weekly “Montre et Raconte” (show and tell) where one student speaks for several minutes in French about a topic or item of their choice which is followed by a question and answer period. Each student in class asks at least one question in French as a participation grade.
- French IV/V's new textbook – “T'es Branche” (purchased 2014) is very successful and is more relevant and technology integrated. Student learning focuses on six global themes; essential questions, and prepares students for the AP French Language and Culture exam.
- Our department members continue to advance their own professional development and higher education. We constantly continue to grow in our disciplines and teaching skills.
- Mr. Holmes had his students experience Mexican culture through a unique, hands-on project. The students actually make Oaxacan Wood Carvings which are the folk art of the indigenous people of Mexico – the Zapotec Indians. He also has his students in Level II write and illustrate a short story of their own using the two past tenses. In Level I, he has a yearly project: groups of students research a Spanish-speaking country in detail; draw a map of that country; then each group gives an oral presentation to the rest of the class about their country. The requirements for this project are very detailed.
- This year, Mr. Holmes continued his project with his Conversation and Cultures class. The students researched myths related to animals and will choose a myth from any Spanish-speaking country. They wrote a brief summary of that myth and draw illustrations to go along with it. They did an oral presentation that counted as a quiz grade to share their work with their classmates.
- Mrs. Sivyllis has a yearly French I project to celebrate the “birthday” of the Eiffel Tower. Students must make an original replica of the Eiffel Tower and write a one-page report about the tower. A vote is held by the class to choose the best two towers and the winning students each receive a statue of the Eiffel Tower as a prize!!! The class displays the student constructions in the first floor display case for all to see.
- The Whole Foods store in Framingham generously donated a wide variety of fruits from Latin American countries for this class to experience and learn about. Photos are on the High School website as well as in a photobook in Sra. McDonald's classroom in C225. In Level V the students read “Don Quijote de la Mancha” and have many cultural activities as well as learning vocabulary that is relevant to their personal lives.
- Mrs. McDonald has her Honors Level III actually write and illustrate a children's book in Spanish.
- In Levels IV, V, and AP, the students of both Spanish and French do many oral presentations in the target languages; write countless essays; and read authentic Spanish and French literature. The advanced level classes emphasize all four skills of language learning: reading, writing, listening, and speaking on a more complex level to include films, news, newspaper articles and videocasts in the target languages. The upper levels include more projects and research and presentations, which teach cultures of the Spanish-speaking and French-speaking worlds.
- French II students do a yearly “Monuments in Paris” poster project to complement their “Week-end in Paris” unit of study. New this year is the use of mini-iPads or individual cell



phones to do their research in class. They find a website to increase their French vocabulary; learn how to use the Paris metro; and plan a written itinerary including sites, cafes, and museums to visit in their districts.

- In May or June, many of the language classes hold “fetes” or “fiestas” during which the students listen to music of the languages that they are studying and each student contributes a dish from a French or Spanish-speaking country for everyone to experience.
- Every December, it has become a World Language Dept. tradition on the last full day before Holiday Break, for the students studying French and Spanish, to carole in their prospective languages. Our faculty, staff and most students of Bellingham High School have come to look forward to this tradition which brings goodwill and spirit to our classrooms and offices. This year, our tradition will continue in both languages – the French classes led by Christine Sivyllis and the Spanish classes led by Grace McDonald and Meghan Larkin. Through this fun activity, we offer our school a tri-lingual experience.
- Grace McDonald utilized part of her departmental budget to purchase a mobile cart of 30 mini-iPads for the World Language Department. This is an exciting and long overdue supplement to our curriculums in Spanish and French which will provide authentic listening opportunities and cultural resources for students studying a second language. Since we were unable to obtain a stationary Language Lab in the past, this purchase will connect our students to the global classroom and improve speaking ability and listening skills. We are so excited about this addition to our department.

### **Technology**

- Rolling Smartboard for our department use. Now our students get interactive learning in a new way. Ms. Megan Larkin has already implemented its use into her curriculums.
- Many new supplemental materials for use in all of the language classrooms. Most of our department has a Master’s degree already and continues their life-long learning through professional development.
- Now every classroom utilized supplementary auditory aids provided from our Realidades program in Spanish – Levels I, II, and III to reinforce auditory practice and comprehension to replace the old VHS tapes which were wearing down and not clear for listening practice.

## **MATH DEPARTMENT**

### **Staffing:**

The STEM Department is led by coordinator, Mrs. Amy-June Remy, and includes seven teachers: Mrs. Kristin Martin, Ms. Kellian Marderosian, Mrs. Marilyn DiStefano, Mr. Dave McCarthy, Mr. George Haddad, Ms. Dawn Peterson and Ms. Donna Kozak. Co-teacher, Meghan Ziny, as well as Instructional Learning Assistants Darlene Heinricher, Manjula Mallick, Mike Flynn, and Wen Tu have been instrumental in supporting our Special Education students in their math classes.

### **Highlights:**

- 92% of grade 10 Bellingham High School students scored Advanced or Proficient on the 2018 Math MCAS exam.
- All juniors took the PSAT test, as they did last year. Scores were at or near the national average.
- The mathematics department continued to offer AP Calculus and AP Statistics courses with significant enrollment in both courses.
- Mrs. Remy also continues as the advisor for the National Honor Society
- Mr. McCarthy has taken lead of the and the Mathematics club.

- Mr. Haddad continues as the advisor for the robotics club and he was able to secure funds from grants to run the club. He has organized and entered a team of students to compete with other schools in various robotic competitions. Mr. Haddad also continues his teaching of computer science class with iJAVA as its programming language.

### **Curriculum**

- All Mathematics curriculum from K-12 is being assessed for alignment and content gaps between grades and courses.

### **SCHOOL INVOLVEMENT**

- Kelliann Marderosian is the Drama Club Adviser and Data Coach.
- Kristin Martin is the Class of 2021 advisor, BTA Building Representative, and a member of the BTA Contract Negotiations Committee.

### **SCIENCE DEPARTMENT**

#### **Staffing:**

The science department is led by Mrs. Amy June Remy, the STEM Coordinator and teacher. The Science department includes eleven teachers. Our current department includes Mrs. Katie Mason, Dr. Tim Smith, Mr. Billiegene Lavalley, Mrs. Pam Perry, Mrs. Linda Cartier, Mrs. Jessica Lorenz, Mr. Jared Procopio, Mr. Tim Twohig, Dr. Heather Wiatrowski, Mr. Lucas Turchi, and Ms. Ashton Kazlo. Ms. Sarah Cormier, Whitney McKay, and Kristen Bedard help to make a successful experience for Special Education students in Science classrooms.

#### **Highlights:**

##### **Professional Development**

- Linda Cartier and Kristin Martin attended the MASSCUE 2-day conference in October 2018.
- Katie Mason applied for and received a grant from Project Lead the Way to implement an Introduction to Engineering Design course this year. It is being taught by our new Chemistry teacher, Mr. Lucas Turchi.
- Donna Kozak and Amy Remy are taking a Fractions Course as part of the Mathematics Curriculum Review Team to adequately prepare students with learning gaps to be successful in higher level mathematics.
- Amy Remy attended the week-long AP Calculus workshop in Vermont in July 2018.

### **Curriculum**

- Eighth grade science curriculum has been updated and aligned with Common Core Standards.

### **Student Opportunities**

- Ten students competed at the MassBay Lego Competition in October. Two of our students were on the winning team.
- George Haddad continues to run a competitive Robotics Competition Team.
- Six students attended the STEM State Summit in Worcester in November.
- Two girls attended a Girls in Science talk in Boston.
- Forty-Three students attended a field trip to the Museum of Science to see the Space Exploration exhibit.
- Thirty students attended a talk at Khoury Industries to discuss engineering design and calculus applications.

## Course Offerings

The Science and Technology Department offers the opportunity to take a variety of elective courses above the core science courses, as well as a selection of Advanced Placement courses. Advanced Placement courses offer a more rigorous curriculum and the opportunity to earn college credit for qualifying scores on the AP Science Exams. Currently we offer AP Biology, AP Physics, AP Chemistry, and AP Environmental Science.

## Lab Safety

The Science and Technology Department continues to maintain a safe laboratory environment. To that end, we continue to employ the following protocols and maintain close communication with the Safety Resource Officer and Bellingham Fire Department to be proactive rather than reactive:

- All science teachers took a chemical safety review course in October.
- Flinn Chemventory- Electronic Chemical Inventory Program, Updated with continued maintenance.
- Flinn Chemical Storage Organization Plan
- Lab rooms fitted with proper extinguishers, fire blankets, functioning fume hoods, eyewashes, and deluge showers and a plan for maintenance in conjunction with the head custodian.
- Science Classroom Safety Checklists: all classrooms have a complete set of goggles and aprons
- Lab Notification Forms, Lab Incident Forms, and Flinn student safety rules and exam
- Right To Know Centers - Material Safety Data Sheet (MSDS) Binders updated and located in Science/Tech Office, Principal's Office, BFD, and Nurse's Office.

## SCHOOL INVOLVEMENT

- Dr. Tim Smith is a BTA Building Representative, NHS Faculty Council and the Mock Trial Club coach.
- Linda Cartier is a grade 8 advisor.
- Heather Wiatrowski is the adviser to CoExist Club.
- Ashton Kazlo is the Student Council co-adviser.
- Pamela Perry ran a successful summer camp science program once again.

## TECHNOLOGY

- In addition to utilizing our SchoolBrains system to keep students and parents aware of the goings on in classes, Katie Mason and Tim Twohig use Google Classroom for their classroom platform.
- Katie Mason, Tim Twohig and Kristin Martin utilize class sets of Chromebooks in their classrooms. Heather Wiatrowski has 1:1 Chromebooks for their AP Biology courses. They are using this technology to further integrate technology and varied pedagogy into the delivery of curriculum.
- Pam Perry is using a class set of iPads for class participation, projects, and assessments to improve engagement, interaction, and communication.
- Netbooks and Vernier equipment are available and utilized in the Biology, AP Chemistry and Physics courses.
- Katie Mason and Tim Twohig continue to utilize GradeCam as a means to reflect on student assessments in order to improve student achievement.
- Linda Cartier is teaching using software and websites such as Movie Maker, Glogster, Google Earth, ImageBlender and Minecraft.



## FINE ARTS DEPARTMENT

### Staffing:

The fine arts department is led by Unified Arts Coordinator and teacher, Marie Forte.

The department includes: Bonnie Harper, Music Teacher; Robin DuVarney, Art Teacher; and Tim Etter, Art Teacher

### Highlights:

#### Music

BHS Music Department was very active from January to December 2018. In addition to teaching our regular academic music courses, the BHS Music Department ensembles performed over 25 performances including Marching Band halftime shows, local parades, Concert Band, Jazz Band, Color Guard and BHS Chorus performances.

- Music teachers at BHS have completed many hours of curriculum writing for new courses for grades 8-12 and will continue to revise and edit curriculum throughout the school year.
- The BHS Concert Band competed at the Massachusetts Instrumental and Choral Conductors Association (MICCA) Band Festival and received a Silver Medal. Silver medal is described as Excellent and is awarded based on a descriptive performance rubric (April 2018). The BHS Eighth Grade Band competed at the MA Instrumental and Choral Conductors Association (MICCA) Band Festival and received a Silver Medal. Silver medal is described as Excellent and is awarded based on a descriptive performance rubric (April 2018). Bellingham music staff, students and parents hosted this festival as well with over 1500 students performing at BHS over the course of two days.
- In March 2018, the music program came together for an evening showcase of all instrumental music students in grades 5 through 12. Ms. Forte, Mrs. (Harper) Blakely and Mr. MacDonald (BMS music teacher) conducted the 350 band students in a concert held in the BHS Gymnasium with a packed audience and standing room only. Each grade level of students performed a piece of music and to conclude the evening, the entire group of musicians performed 2 pieces of music together (March 2018).
- In March 2018, the music program came together to host the third All Town Chorus Concert, an evening showcase of all choral music students in grades 4 through 12. Ms. Forte, Ms. Signa (BMS music teacher) and Ms. Braman (BMS & Stall Brook music teacher) conducted the over 400 chorus students in a concert held in the BHS Auditorium with a packed audience. Each grade level of students performed a piece of music and to conclude the evening, the entire group of musicians performed a piece of music together with students.
- The BHS Marching Band and Color Guard performed at Fenway Park on May 1, 2018 for a home game of the Boston Red Sox and Star Wars Night. The ensemble was conducted by Ms. Forte and Mrs. Blakely. The Color Guard presented the American and state flags under the direction of Color Guard coaches Mrs. Bajgot and Mrs. Maxfield. Over 1,000 Bellingham community members attended this special performance and Red Sox game. In addition, over 16,000 people viewed the performance video on social media. It was a highlight for the music program and Bellingham community and brought positive comments from many community leaders and students alike.
- BHS Marching Band, Color Guard and BHS Chorus performed in the Bellingham Memorial Parade in May 2018.
- In May 2018, the BHS Chorus along with Mrs. Deary, DiPietro Elementary music teacher, performed at the dedication at Keough Memorial Academy in honor of Duke Farese, a school volunteer who served the KMA students for many years.
- Ms. Blakely completed her Masters degree in Music Education through the American Band College Master of Music program in Ashland, Oregon, through Sam Houston University.

She completed intensive summer classes with internationally recognized composers and conductors. BMS music teacher Timothy MacDonald is also enrolled in this program and working in Mrs. Blakely's same cohort.

- On Saturday, November 10, 2018 BHS Marching Band & Color Guard members participated in UMass Band Day at Gillette Stadium with the UMass Amherst Minuteman Marching Band. Over 3,500 high school students from across New England rehearsed and performed together at the half-time show. BHS Band and Guard members also had the opportunity to visit the Traveling Vietnam War Memorial which was installed at Patriot Place that weekend.
- Eighteen BHS students auditioned for Central District Honors Festival on Saturday, November 17, 2018. Six students were selected for the festival: two in the Honors Choir, and four students in the Honors Concert Band. In addition, one chorus student was awarded All State Recommendations.
- Bellingham music teachers organized a Step-Up Concert to aid in the transition of BMS students to BHS music program. A combined concert featured the BHS 8<sup>th</sup> Grade Band, and BMS 7<sup>th</sup> Grade Band. The second half of the program featured The American Band as guest performers – a professional and amateur ensemble from Southern New England conducted by Dr. Brian Cardany, Univ. of RI. The concert was held on Thursday, October 25, 2018.
- The following is a concert recap of the formal and major concerts that Bellingham students performed at:
  - January 10, 12-13, 2018 Massachusetts Central District Festival at Mechanics Hall, Worcester.
  - February 2, 2018 – Bellingham Color Guard on the Stage Performance.
  - February 10, 2018 – UMass Honors Band Festival, Amherst, MA, four selected students in Band.
  - March 14, 2018 - Bellingham All Town Chorus Concert: all chorus students in grades 4 - 12.
  - April 3, 2018 – Bellingham All Town Band Concert: all band students in grades 5 – 12
  - March 19, 2018 visiting conductor, David Neves, retired Needham Public Schools, worked with the BHS Concert Band and BHS Eighth Grade Band in a special rehearsal and clinic.
  - March 23 - 24, 2018 – MICCA Music Festival: BHS Concert Band and Eighth Grade Band performed on Friday, March 23. BHS hosted the state festival on Friday and Saturday, March 23-24, with over 1400 students and music teachers in attendance over two days.
  - May 1, 2018 - BHS Marching Band and Color Guard performed at Fenway Park for the Boston Red Sox game.
  - May 11, 2018 – BHS Pops Concert: BHS Chorus, Eighth Grade Chorus, Color Guard, Percussion Ensemble and Concert Band.
  - May 22, 2018 - BHS Spring Concert: BHS Jazz Band, Eighth Grade Band, and BMS Seventh Grade Band.
  - May 25, 2018 BHS 8th Grade Band participated in a special clinic and workshop with Lyndsay Boysen, University of New Hampshire faculty member and former Band Director at Belchertown High School.
  - April 28, 2018 – MICCA Solo & Ensemble Festival at Concord-Carlisle High School with 6 students performing from Bellingham. One student was selected for the MICCA Honors level concert at Follen Church in Lexington, MA.
  - May 20, 2018 – cancelled due to weather - Bellingham Memorial Parade: Marching Band, Eighth Grade Band and Color Guard for Parade performance and BHS Chorus for the Ceremony performance.
  - May 39, 2018 – BHS Awards Night: Concert Band performed.



- June 1, 2018 – BHS Graduation: Chorus and Concert Band performed.
- September 15, 2018 - Home Football Game: Marching Band and Color Guard Performance.
- September 21, 2018 - Home Football Game: Marching Band and Color Guard Performance.
- October 12, 2018 - Home Football Game: Marching Band and Color Guard Performance.
- November 9, 2018 – Home Football Game: Marching Band and Color Guard performance.
- October 25, 2018 – Step-Up Concert with BMMS Bands and The American Band.
- November 6, 2018 - Student Artist Recital
- November 24, 2018 – Bellingham Town Christmas Tree Lighting: Chorus
- December 7, 2018 - BHS Jazz Band performed at the Wrentham Development Center Holiday Party.
- December 13, 2018 – BHS Winter Concert: Concert and Chorus, grades 8 – 12.
- December 21, 2018 – BHS Winter Concert for BHS Students and Faculty (during school)

### **Course Offerings:**

#### **Visual Arts**

This year, the BHS Art program has continued to rise in student enrollment as student interest in advanced art classes grows.

- Senior students have continued the tradition of decorating ceiling tiles adding color and life to the school and creating an interest in the arts for other students to see around the campus.
- BHS Art Department completed several new wall mural projects with several advanced art students in the Spring of 2018. Students painted large-scale murals in the art hallway.
- Mr. Etter and Ms. DuVarney continue to create an environment at BHS in which students are able to comfortably express themselves and develop creative thinking. By adding more projects to the art curriculum and more activities focused on student discovery, Mr. Etter and Ms. DuVarney are advancing our art program and overall cultural appreciation at BHS.
- Spring 2018, Mr. Etter and Mrs. DuVarney submitted student artwork for the first Best Buddies Art Show which was a student-organized event.
- Summer 2018, Mrs. DuVarney completed an Encaustic class at Fitchburg State University.
- Fall 2018, Mrs. DuVarney enrolled in the LSDO Maximizing G Suite for Education.
- Mr. Etter and Mrs. DuVarney developed 6 Large scale posters for the BHS 21st Learning Expectations to be printed and displayed around the school for a visual reference.
- Designed and had printed new signs for the lunchroom cafeteria displays (7 total)
- Students painted murals around the school to brighten classrooms and create a more fun learning environment - rooms included ILA rooms, Classrooms as well as Administrative rooms.

### **WELLNESS DEPARTMENT**

#### **Staffing:**

The Wellness department is includes three full-time teachers.

#### **Highlights**

- Wellness department has two new electives that are offered this year: Outdoor Recreation and Fitness for Life. These are semester-based electives that are offered in addition to the mandatory Wellness courses.

- Wellness teachers have attended both the MIAA Wellness Summit and MA Health Physical Education, Recreation and Dance Association Conference in the fall of 2018.
- Wellness teachers are continuing to incorporate DBT (dialectical behavior therapy) in the module of Distress Tolerance.

## **LIBRARY DEPARTMENT**

### **Staffing:**

Sarah Doyle

Library Media Specialist

Advisor for the Class of 2021 & Advisor for BlackHawk Tutoring Center

### **Highlights:**

- The BHS Library website continues to be updated and accessible through the BHS homepage on the district website via Weebly. The website contains the online library catalog through Follett Destiny, as well as links to the Bellingham Public Library and Boston Public Library online catalogs. There are also student-centered research resources, including links to subscription databases which are available through the BHS library.
- New books, DVD's and audiobooks continue to be added in an ongoing effort to update the library collection. The average copyright date of books in the BHS Library is 1998. New materials will offer students high interest fiction and nonfiction text to promote literacy. A subscription to Junior Library Guild ensures that new fiction and nonfiction texts of various genres and interests are received and available to students on a monthly basis.
- As technology in classrooms is undergoing upgrades, all VHS devices have been removed from classrooms, and five DVD devices have been made available for staff to check out of the library for use in their classrooms.
- Current database subscriptions include Gale, which is provided free to the BHS Library through the Library Media Specialist's membership to the Massachusetts School Library Association. Additional database subscriptions include ABC-Clío, which is used primarily to support the Social Studies curriculum, and also several databases provided through the Infobase subscription service, which includes Issues & Controversies, Ferguson's Career Guidance Center, Health Reference Center, Science Today, and Writer's Reference Center.
- Discussions began in the Spring of 2017 to begin transforming the library into a more functional space for 21<sup>st</sup> Century learning. A permanent wall to cordon off the back section of the library and create a permanent computer lab with laptops from an existing cart being set up as desktop computers was set up for the Fall of 2017. Eight new tables and thirty-two wooden sleigh leg chairs were purchased and added to the library space to ensure adequate seating in the library, especially since several tables and chairs were moved into the newly created computer lab at the rear of the library. Future plans involve the addition of two to three Google Chromebook carts to the library, removal of the desktop computer lab at the front of the library, which is to be restructured to a Chromebook lab, and the transition of the rear computer lab to a makerspace lab. These changes will be made as Chromebook carts are made available.
- A new laminator was purchased and arrived in time for the 2017-2018 school year. The laminator was purchased to replace an older laminator that broke the previous year. Several members of the BHS staff utilize the laminator for various needs. The laminator is housed in the library back office, and the Library Media Specialist and Melissa Newman from

Alternative Printing provide laminating services for the school, to ensure that the laminator is properly handled at all times

- On January 8, 2018, a pipe burst in the library back office, which caused flooding and led to extensive damage to the carpet. Carpet tiles were ordered and installed over the February break to replace the damaged carpet. Seeing as all books, shelving, and furniture had to be cleared out of the room for the carpet installation, the decision was made to use the opportunity to restructure the layout of the library space. Several shelving units were removed entirely, leaving an open space in the corner of the library that could be turned into a creative work area. Eight work divider panels were ordered, and these dividers were set up to cordon off that open corner of the library, creating a separate setting within the library to meet various needs. Two shelving units were set up closer at the entrance of the library, and used as displays, one for College and Career Resources, and the other to display new books to the collection.
- The Blackhawk Tutoring Center was created in Fall 2017, and expanded in Spring 2018, with the introduction of the WIN block. The tutors had the opportunity to go on a field trip to visit the Academic Support Center at Assumption College, which was coordinated by fellow BHS staff member Kristen Martin, who is an alumni of the college and the ASC. The tutors learned new skills that they could use in tutoring students at BHS. Tutoring is now available in the library during the WIN block on Tuesdays and Thursdays. The tutors are utilizing the newly formed separate space in the corner of the library to hold their tutoring sessions.
- A new Research Skills course was introduced into the 8th grade elective block rotation beginning in the Fall of 2016, with students rotating through the course on a trimesterly basis. This course became a year long elective course for the 2017-2018 school year, running two sections, with approximately forty 8th grade students enrolled in the course. In the 2018-2019 school year, the course transitioned into a semester long requirement, running three sections in the fall semester, and two in the spring. Through the course, students are introduced to the research process, and learn to develop executive functioning skills, and research skills such as how to develop a research topic, how to identify and evaluate sources of information, how to use information responsibly, and how to write an MLA-style research paper. Google Classroom is utilized in all sections of the course.
- Senior Project was offered in the Spring Semester of 2018. Four seniors participated in the course, and worked towards developing career skills such as building a resume and cover letter, interviewing skills, and job seeking skills. The students each did a cumulative project that required a commitment of a minimum of twenty hours, and where they had to document their project and organize it into a portfolio.
- The Library utilizes the newly formed WIN block to offer enrichment on Wednesdays and Fridays for students who are meeting and exceeding expectations for their academic performance. Students may sign up to play board games in the library on these days, which has become quite popular. Games were gained through purchase and donations, and are also available for use in the library during students study blocks. During the WIN block on Tuesdays and Thursdays, students typically sign up to use the library for group work, independent study time, or to utilize the computers and printer for school projects.
- The BHS Library is utilized to host several activities throughout the year, including daily MCAS tutoring, monthly staff meetings, committee and induction meetings, and events, which include the Sophomore Ring Event and the BHIS Staff Holiday Potluck.



- The BHS Library is utilized several times a year as a testing environment. I-Ready testing for Mathematics and ELA is conducted in both the front and rear computer labs at the beginning and midpoint of each school year. The Library is also utilized for small group testing during MCAS each Spring, and remains available for all students who require extra time to complete the MCAS. The Library Media Specialist remains in the room to continue to proctor the MCAS for those students who work beyond the time allocated for MCAS on each testing date.

## **GUIDANCE AND SCHOOL COUNSELING DEPARTMENT**

**Staffing:** The Guidance & School Counseling staff includes a director (Dr. Janice Chiappone), three full-time counselors (Mr. Robert Devlin, Mrs. Johnna Gorman, and Ms. Sarah Taglienti), one school adjustment counselor (Mrs. Jamie Stacy), Bridges clinician (Ms. Mimi Auger), Bridges ILA, Patrick Riggs, and our secretary (Mrs. Alyssa Lacasse).

### **Highlights**

- From January-March 2018, guidance counselors did classroom presentations for tenth and eleventh grade students. Counselors met with juniors to discuss the results of the PSATs and have students complete the “Do What You Are survey on Naviance.” Counselors also discussed career planning and exploration, college process, scheduling, credits, graduation requirements, and academic issues. In addition, counselors explored study skills, time management strategies, the importance of homework and the role of guidance and school counseling.
- In January 2018, we continued to implement Pathways, our dropout prevention program at BHS. The Guidance Department collected data to identify at-risk students. Odysseyware, a credit recovery program, was utilized to help at-risk students recoup lost credits and graduate from high school. From January 2018 until June 2018, the Pathways teacher, ILA, and counselors worked with at-risk seniors, supported them through Odysseyware, individual counseling sessions, and collaboration with parents and teachers. We believe this program has been very successful and are continuing to utilize Odysseyware in 2018-2019.
- The Guidance & School Counseling Department coordinated the scheduling process for all high school students. Counselors met with all students in Grades 9-12 in February 2018 to go over the course selection process and review graduation requirements. In February and March 2018, counselors met individually with students and reviewed course selections to ensure that students choose appropriate courses and had enough credits. In spring 2018, counselors worked with middle school counselors to provide information and presentations to eighth graders to help them choose and transition to the high school.
- The Guidance Department assisted in MCAS testing for 9<sup>th</sup> and 10<sup>th</sup> graders and retesting for students in 2018. In addition to proctoring exams, counselors developed Educational Proficiency Plans (EPP) for their students.
- In March 2018 about 75 juniors and their parents attended a college planning informational meeting in the Bellingham High School Library. Guidance counselors did a presentation on the college admission process. A panel of college admissions representatives from four-year private and public universities and community colleges spoke with students and parents about their schools, admissions policies, and the college application process. Counselors and college representatives also answered questions regarding the college process.
- The Guidance Department coordinated the Awards and Scholarship Night on May 30, 2018. On that night, the senior class participated in an evening presentation of awards and scholarships. Many scholarships were granted by colleges and universities. In addition to the school-based scholarships, awards were presented in many categories and include medals, pins, trophies, books, plaques and certificates of merit. Seventy local scholarships

were available to the graduates of the Class of 2018. These scholarships, sponsored by local businesses, civic groups and organizations, offered more than \$57,000.00 in scholarship awards. Scholarship recipients are recognized during the awards night, many of which are announced for the first time on this occasion. Most local scholarship applications are distributed and collected directly through the Guidance office. Many community, regional, and national scholarships are also available in the Guidance office. They are advertised in Naviance and senior newsletters..

- In addition to scholarships available to all graduates, the Guidance Department coordinated the following special scholarship/award programs:
  - DAR Citizenship Award Scholarship Program (grade 12)
  - Hugh O'Brian Leadership Award (HOBY) (grade 10)
  - MASS Star Leadership Award
  - Presidential Academic Fitness Award Program (grade 12)
  - AFL/CIO Scholarship Competition (grade 12)
  - Principal's Leadership Award (grade 12)
  - Toyota Scholar's Award (grade 12)
  - Commonwealth Award for Exemplary Community Service (grade 12)
  - Comcast Leadership Award (grade 12)
  - Milford Chamber of Commerce Honor Scholarships (grade 12)
  - Noorjarian Award for Volunteer Service (grade 12)
- Thirty-six students from the Class of 2018 were awarded the John and Abigail Adams Scholarship for their performance on the MCAS exams. Each is eligible to receive free tuition for four years at universities in the UMass system.
- Throughout 2018, our school adjustment counselor met individually with students regarding social-emotional issues and ran grief groups, social skills groups, and DBT groups. This is a crucial position because we have seen a considerable increase in the number of students experiencing psychological issues and needing counseling and support. The school adjustment counselor meets individually with students, consults with parents, teachers, and counselors, and also refers students to outside counseling when needed. The school adjustment counselor collaborates with other school counselors to provide psycho-educational programming and small group interventions.
- In June 2018, the Guidance & School Counseling Department, in conjunction with Amy Leone, the Athletic Department, SADD, Bellingham Police and Fire Departments, and the Worcester County DA's Office, organized an evening presentation on substance abuse prevention for parents/guardians in the district and all students participating in athletics.
- The Guidance & School Counseling Department continues to work on implementing the Massachusetts School Counseling Model. While every student is seen individually, counselors also deliver guidance and counseling presentations on selected topics in the classrooms and utilize data/action projects to improve services to students. Counselors work with students at every grade level to complete career exploration activities and develop a career plan.
- In September 2018, counselors did classroom presentations with seniors on the college planning process. College admissions and the application process were discussed.
- On September 25, 2018, the Guidance Department hosted College Night for Seniors, an informational meeting for seniors and families on college planning in the Bellingham High School Library. Guidance counselors reviewed the college application process, college requirements and answered questions. Approximately 75 parents and seniors attended the presentation.
- On September 27, 2018, the Guidance and School Counseling Department sponsored our annual College Fair. Over fifty colleges, universities, technical schools, and armed service



representatives from New England institutes of higher education were available to meet with students in the gym. All seniors and juniors had an opportunity to meet with college representatives to discuss majors, programs, admissions requirements and deadlines. Literature was available and admissions representatives answered questions for students, counselors, parents, and teachers. This annual event continues to be quite successful.

- In late September 2018, Ms. Auger, Bridges clinician, in conjunction with the school nurse, completed SBIRT (Screening, Brief Intervention, and Referral to Treatment) screening on all 10th grade students. SBIRT is an evidence-based practice used to identify, reduce, and prevent problematic use, abuse, and dependence on alcohol and illicit drugs.
- In October 2018, Mrs. Stacy, school adjustment counselor, and Ms. Auger, Bridges clinician, presented the SOS Suicide Prevention program to all 9th graders. Guidance counselors and outside counselors from Family Continuity were available to follow up with any students experiencing symptoms of depression or suicidal ideation.
- On October 11, 2018, a "Financial Aid Information Night" was held for students and their parents. About 85 people attended the presentation. Nina Flood, a presenter from MEFA, was the guest speaker. Ms. Flood discussed the FAFSA, types of financial aid, and how to manage the college financial aid process. Pamphlets and resources on financial assistance were provided to participants.
- In October 2018, the Guidance and School Counseling Department, in conjunction with Amy Leone, the Athletic Department, SADD, Bellingham Police and Fire Departments, CVS, and the Worcester County DA's Office, coordinated a presentation on teen stress, anxiety, and substance abuse for all students in grades 8-12. An evening presentation was also held for parents and guardians.
- In 2017-2018, all school counselors attended four days of professional development on DBT Skills in Schools. Counselors developed and implemented DBT groups for students in spring 2018 focusing on distress tolerance and coping skills.
- On October 10, 2018, Bellingham High School Guidance Department administered the PSAT to all 11<sup>th</sup> grade students.
- In October 2018, counselors presented Common Application workshops for seniors during WIN Block.
- In late fall 2018, counselors identified seniors at risk for not graduating in June 2019 and are working closely with those students to help them stay in school and graduate. We also collaborate with our career specialist and school adjustment counselor to assist these students with career/job opportunities and social-emotional issues. In addition we work closely with parents to monitor and support at-risk seniors.
- On November 15, 2018, Dr. Chiappone coordinated the administration of the MetroWest Adolescent Health Survey for all students in Grades 8-12. The survey is administered every two years to students and covers many topics including alcohol, tobacco, and drug use; violence and safety; nutrition and physical activity; sexual behaviors (grades 9-12), online behaviors; and mental health.
- Throughout 2018, the Guidance Department continued to revamp and update the Guidance section of the high school website. The website provides students and parents access to valuable information for both their secondary and post-secondary school years. The school adjustment counselor developed a page on the guidance section of the website with information on and links to social-emotional issues and resources.
- The Guidance Department continues to use Naviance, a web-based tool that helps students with college and career planning. All juniors and seniors register and are encouraged to use Naviance in their college process. In May and June 2018, counselors presented workshops on "Do What You Are," a career assessment on Naviance, during WIN Block. This online inventory matches personality and interests to possible careers. In 2019, sophomores will

register for Naviance and “Do What You Are.” Naviance is also utilized to do college searches and electronically send transcripts, letters, and school reports to colleges and universities.

- The Guidance Department provides brochures and articles on various social-emotional, academic and career topics/issues that affect adolescents. A monthly newsletter for seniors contains helpful college and career information, as well as important dates and deadlines. This newsletter is distributed to every senior and extra copies are available for parents in the Guidance office and on the website. A junior newsletter is published in the spring and given to English classes. Informational packets on college planning are given to seniors, juniors, and parents during college night sessions. Each Spring a handout on summer programs for students is developed and available in the guidance office and the website for students and parents. The school profile is updated annually.
- With grant funding from Metro South/West Mass Hire, we were able to restore a half-time Career Specialist position and a half-time Youth Case Manager position at Bellingham High School in fall 2018 and piloted a Career Center. This program, Career Connections, is an education, job, and training program for eligible young adults ages 17-24. The career specialist and youth case manager help students prepare for employment, help them secure internships and part-time jobs, and support them during their work experience. They also provide career exploration opportunities to students, work with local employers to provide internship placements or jobs, and collaborate with guidance counselors, teachers, and administration to facilitate career planning activities.

## **ATHLETIC DEPARTMENT**

### **Staffing:**

The Athletic Department’s most significant change came with the hiring of Jen Dowd to replace Katherine Henry who was with us for 2 years. Jen brings a wealth of experience including that as a professor at Bridgewater State University.

The program has 10 varsity coaches with 5 years or fewer as Varsity Head Coach at BHS, along with as many as 10 at the sub-varsity level once the spring is complete.

Fall: Cheer - Tracy Elliott (1st year 2017), Football - Dan Haddad (2015), Golf - Brian DeDentro (2015), Soccer Boys V - Bob Elster (2017), Soccer Girls V - Lennie Gosselin (2017), Volleyball - Steve Mantegani (2017).

Winter: Hockey - Joe Robidoux (2017), Cheer - Tracy Elliott (2017)

Spring: Lacrosse Boys - Steve Linehan (2017), Lacrosse Girls - Whitney McKay (2017)

### **Highlights:**

- Approximately 50 percent of the student body participated in athletics; many in more than one season. Note that this is below average for Tri-Valley schools (70+%) and a focus of the department going forward.
- Athletic offerings included 22 varsity teams (9 fall, 7 winter, 6 spring), 8 junior varsity teams (3 fall, 2 winter, 3 spring), 4 freshman teams (1 fall, 1 winter, 2 spring), 2 Middle School teams (XC) and 1 Instructional team (golf) for a total of 27 teams.
- Fall of 2018, Unified Sports (Basketball) was introduced with 18 participants (student-athletes and their partners)
- Notable concerns are a lack of players in certain sport necessitating younger student-athletes to “play up” into a level where their success may be hindered by older competition.
- FamilyID, an online registration tool to track sign-ups and facilitate the data gathering of insurance information, medical releases, waivers and related sports information was rolled out November 2017; thus ending paper sign-ups.

- School Committee approved in August of 2017 a new Student-Athlete Handbook along with a similar Staff Handbook; updated June 2018.
- Athletic Department continues to expand community coverage with the broadcasting of football, soccer, field hockey, boys and girls basketball and hockey, along with Powder Puff Football over the ABMI Cable 8 Network.
- A preseason sports and information meeting was rolled out in August of 2017 in conjunction with MIAA requirements for the same.
- A team building Varsity Challenge Day was rolled out for both Fall and Spring programs to create a more cooperative experience among the various sports.
- A postseason awards night program was instituted along with assistance from Keough Memorial Academy staff and students. Team videos were created along with the distribution of Varsity Letters and two new awards for Sportsmanship and a BlackHawk Award representing the best combined Student and Athlete from each team.
- The turf field is in its fourth year and is successfully providing participation for high school and youth league teams.
- The Athletic Department staff has complied with recent state legislation dealing with the completion of an online course that highlights concussions in sports. The department has an official concussion policy that has been approved by the School Committee.
- The Athletic Department established a Captain's Counsel and continues to take advantage of TVL and MIAA opportunities to establish leadership skills among our student-athletes.
- TEAM HIGHLIGHTS
  - Winter '17
    - Boys Basketball advanced to State Tournament play
  - Spring '18
    - The softball and baseball teams qualified for tournament play in the South Sectional playoffs.
    - Both Boys and Girls Lacrosse secured more wins than any other Lax team in school history.
  - Fall '18
    - The Golf Team had their strongest showing in more than 15 years and qualified for the MIAA tournament
    - The boys XC team won the TVL and Districts for the 2nd year in a row
    - Volleyball advanced to the tournament for the second year in a row.

## **NATIONAL HONOR SOCIETY & NATIONAL JUNIOR HONOR SOCIETY**

### **Staffing:**

The National Honor Society inducted 49 juniors and 6 additional seniors this year to add to our 40 senior members. Mrs. Remy is the advisor, who meets with 6 officers on a weekly basis. The entire NHS group meets monthly to discuss new community service opportunities and organize upcoming events. The National Honor Society is dedicated to the principles of scholarship, leadership, character, and community service.

The National Junior Honor Society is comprised of 8th and 9th grade students. Mrs. Mary Federlein is the advisor who meets with officers and members on a regular basis. In addition to the four tenets of NHS, NJHS also includes Citizenship.

### **Highlights:**

- Students raised \$1000 to donate to water.org to drill clean water wells for villages in Africa.



- Welcome letters were written by NHS members and mailed to every incoming 8<sup>th</sup> grade student.
- Tour-guides and childcare offered for Meet the Teacher nights, Parent-Teacher conferences, and scheduling nights at many schools.
- Candlelight induction ceremony and banquet held in November, with Massachusetts State Senator Ryan Fattman as our keynote speaker.
- NJHS Induction held in March with Keynote speaker, Kelsey Ryan.
- Attended (& presented workshops at) the semi- annual NHS conferences at Holy Cross with all officers NHS and NJHS.
- Attended the LEAD Conferences in Washington DC and Chicago, IL to present workshops.
- Leadership Breakfast organized for all BHS student leaders.
- One Red Cross Blood drives hosted at Bellingham High School.
- Over 40 NHS and NJHS students helped to set up, organize, serve, and clean up at Senior Citizens breakfast & luncheon events.
- Blackhawk Peer Tutoring offered during WIN Blocks and after school at Bellingham High School.
- One-on-one middle school tutoring offered after school hours at the Public Library and at the Bellingham Memorial School.
- Attended, walked in, and provided help to various charity walk-a-thons & races throughout the year.
- Annual Prom Fashion show for charity held in March 2018 (all proceeds donated to Water.org).
- Collected change for the Pennies for Patients Campaign for the Leukemia/Lymphoma Society.
- Collected dimes for the Community Harvest Project in Grafton, MA.
- Assist with holiday parties for children, the elderly, and handicapped citizens at Wrentham State School.
- Sustained and raised funds for Best Buddies Chapter for BHS campus.
- Assisted in Special Education Dept. during the school day.
- Volunteered as Teacher Aids in several classrooms.
- Assisted with the Bellingham Summer Enrichment Program.
- Participated in the Relay for Life Event in memory of former BHS student, Colin Murphy- for the American Cancer Society.
- Partnered with Bellingham Youth Volunteers to do a Miracle Minute raising funds for Birthday Wishes (sponsors birthday parties for homeless kids).
- Partnered with NJHS officers to attend a State Summit Conference.
- Invited to the Governor's Inauguration
- Invited to tour the State House in Boston.
- Helped with various political campaigns (student led).
- Students invited to serve on the Massachusetts State Student Senate.
- NHS/NJHS students helped to write Christmas cards to military and shut-in citizens.
- NJHS collected backpack items to hand out to homeless individuals in Washington DC and to donate to the local food pantry.
- NJHS volunteered at various local nursing homes

## **SPECIAL EDUCATION DEPARTMENT**

### **Staffing and Responsibilities**

The special education team chair is Caroline Kazakis. Her current responsibilities include:

- Chair all special education meetings
- Coordinate scheduling/service delivery/testing for all special education students
- Coordinate MCAS proctoring for special education students
- Adhere to mandated timelines for all special education paperwork: state mandated forms, Individualized Education Programs (IEPs), and quarterly progress reports
- Attend transition meetings at middle school for students matriculating to eighth grade
- Act as liaison between Rachel Lawrence, and the special education staff

The School Psychologist is Alicia Bimberg. Her current responsibilities include:

- Psychological testing for all initial and re-evaluations
- Attend special education meetings and interpret psychological testing results for families and students
- Individual counseling for students
- Write quarterly progress reports on student IEP counseling goals

There are seven special education teachers (Grade 8: Michael Flynn, Emily Meade/Grades 9-12: Kristen Bedard, Meghan Ziny, Sarah Cormier, Mary Walnut, Whitney McKay, Katelyn DeGaetano) assigned to academic support classes and full inclusion content classes. Their responsibilities include:

- Provide direct services to students across the curriculum on IEPs
- Co-teach general education classes and teach academic support classes
- Monitor progress and collect data in support of IEP goals and write quarterly progress reports on IEP goals
- Collaborate with regular education teachers regarding assignments and performance via email, phone consult or direct 1:1 consult
- Develop and maintain strong relationships with families of students
- Collaborate with related service providers in support of IEP goals and to ensure compliance related to the service delivery grid
- Consult with guidance department regarding student credit status, schedule changes and transition planning
- Conduct initial and re-evaluation educational testing
- Revise and develop student IEPs annually
- Attend special education meetings (annual, initial, reevaluation, progress)
- Proctor MCAS exams

There are two special education teachers in substantially separate classrooms, Kate Chaber and Mary Walnut.

The Applied Behavioral Learning Environment (ABLE) program services students in grades 8-12. One special education teacher supports students in a substantially separate classroom. A modified curriculum is presented with a focus on functional skills as well as academics. Specialized instruction is implemented based upon the principles of Applied Behavior Analysis. The program also employs ABA Technicians to provide additional support both within the ABLE classroom and during inclusion opportunities in general education classes. Students may receive services in speech therapy, occupational therapy, physical therapy or adaptive physical education as indicated on their IEP.

The 18-22 year old transition program serves students with disabilities ages 18-22. One special education teacher currently services students with the support of an Instructional Learning Assistant (ILA). In addition, students with specific medical or physical needs may also be assigned a one-to-one aide as indicated by their IEP. Students may also receive speech therapy,



occupational therapy, physical therapy, or adaptive physical education, either at the school or in various community settings, as indicated on their IEPs. The program provides instruction in the school setting as well as community-based learning opportunities and vocational training at various job sites. The transition curriculum targets the following areas:

- Functional math skills
- Functional literacy
- Vocational opportunities, supervision and guidance
- Health and wellness
- Activities of Daily Living (ADLs)
- Community access and social skill development

### **Highlights**

- The role of Bellingham High School special education is to support those students with learning, social, emotional and/or physical disabilities. The 2018-2019 special education team currently supports over 100 students on Individualized Education Plans.
- The referral process for special education is multi-faceted. Referrals for special education supports and services can be, and have been, brought forward by parents, teachers, administrators and/or outside agencies. Once this process has begun, the team has 30 working school days to complete the assessments and 45 working school days in which to meet the parents/guardians and deliver the evaluation reports.
- The special education department conducted 8 initial evaluations, 13 three-year re-evaluations, and 31 annual review meetings between September and December 2018. Initial and three-year re-evaluations consist of several psycho-educational instruments designed to assess a student's cognitive functioning and their current grade level skills. The Wechsler Individual Achievement Test (WIAT) and the Wechsler Intelligence Scales (WISC) are the most common standardized tests used to complete these evaluations. The team also uses a review of records, interim grades, report cards, classroom observations, teacher reports, additional testing (if needed) and most recent MCAS assessment results to assess a student's learning needs.
- The special education team chair attends transition meetings at the middle school to assist in the process of matriculating students into grade 8. These meetings are held with members of the 7<sup>th</sup> grade special education team. The purpose of these meetings is to review the IEPs of incoming eighth grade students.
- The high school special education team chair meets with Rachel Lawrence, Assistant Superintendent of Student Services, one time per month in a meeting that includes other coordinators within the school system to review new regulations and system policies regarding special education law.
- The high school special education team chair attends the coordinator's meeting held once per cycle and chairs the special education department staff meeting.
- The high school special education team chair attends weekly student support team meetings with the school psychologist, guidance staff and members from administration.

### **CO-CURRICULAR OFFERINGS**

Drama; Math Club; Mock Trial; National Honor Society; Literary Journal; SADD; Student Advisory; Student Council; Yearbook; Coexist Club.

## SADD

- The Bellingham High School SADD chapter continues working towards their goal of helping fellow students understand the consequences of destructive decision. Meeting every Friday morning before the start of the school day, the group brainstorms for new and different ideas for making messages “fun, but with meaning.” This year, the chapter implemented another new activity in which each month a message card, with a piece of candy, is handed out to each student and faculty member with a message pertaining to smart decision making.
- The group puts messages on Hawk News, as well as makes posters to display around the school before special events. We are also working with Officer Gosselin who shares the “fatal vision” goggles, which demonstrates how being under the influence of either drugs or alcohol can impair your judgment when behind the wheel of a car. We are trying to do more “hands on” activities to get the students more involved. An obstacle course was set up for students to help them understand the dangers of texting while walking, a current issue causing many injuries.
- The annual “Mock Crash” was presented to the senior class in May. As it seems every year, the senior class was affected by this powerful presentation. With the help of the police and fire departments, Milford Hospital nurses and doctor, Cartier’s Funeral Home, Marty’s Auto and District Attorney Jeff Goldstein, the seniors are shown the horrific consequences of drinking and driving. The hope for presenting this is to make the students think twice, especially during prom and graduation season.
- The Talent show was held in April, which raises the money to bring in speakers. Everyone is welcome to be a part of the show and it is always well attended and fun. The show this year brought in enough money to allow the chapter to hire Kramer Entertainment for a “Distracted Driving Day.” The speaker showed a movie where people who have injured and or killed others while texting and driving gave their testimonies and told how it changed their lives. Following the speaker, simulators were set up and made available for the day. Students and faculty members got behind the wheel of a car while they were texting. This helped “drive” home the message of what a dangerous and life-changing act this can be.
- SADD plans to continue its efforts for the remainder of the school year helping to make the BHS students aware of the consequences of destructive decisions, distracted driving and driving under the influence.

## Literary Journal:

- Mr. Deeks is the advisor to the Literary Journal. *White Blank Page* is student-run publication built on submissions from the student body of the literary and artistic persuasion. The Senior editor(s) (select representatives usually from grade 12) are responsible for managing the editing process for submissions, formatting the final product, organizing fundraisers, and motivating an alternating staff of “junior” editors. One senior editor is assigned the task of Art Director and they review/select the student art that will be included within the issue. While the members are encouraged to participate for the entire school year, new members are always welcome. Meetings are held on either a weekly or bi-weekly basis in which tasks such as editing/reading submissions, organizing fundraising efforts, scheduling deadlines, and formatting for software publication are undertaken. The senior editors will meet with the advisor once a month to address larger issues and make sure that scheduling deadlines are being met. The journal is slated for May publication and is free to the faculty, student body, and community at large.

## Math Club:

- Mrs. Remy served as the advisor to the math club January 2018-June 2018, and David McCarthy is the new Math Club Adviser in September 2018.

- The club continues to meet on a weekly basis, every Wednesday after school for games, challenge problems, and teaching to prepare for the competitions.
- The number of students attending each meeting varies according to other commitments such as sports and makeup assignments. Students in the club are able to improve their understanding of mathematics.
- Math club is part of the Online Math League competing against schools nationally, in New England, in Massachusetts and in our County of Norfolk. As of December 2018, they have competed in 3 competitions with 3 more to go.

#### **Mock Trial:**

- Mr. Smith is the Mock Trial Team Advisor. The Mock Trial Team competed in the 31st State Tournament sponsored by the Massachusetts Bar Association. Thirteen students (5 seniors, 7 juniors and 1 freshman) had a chance to appear in three courtrooms to argue the case; as either the plaintiff or defense teams. The team's record was three wins and zero losses. The team went to the state championship as region 11 champions.

#### **Cable Club:**

- Mr. Costa is the Cable Club Advisor. The Cable Club produces a monthly TV show that airs on Fridays called *Hawk News*. The Hawk News crew members learn how to produce, direct, broadcast and edit through the creation of short programs that are shown on the school's closed-circuit system. The show also provides some entertainment in the form of "The School" episodes, depicting amusing anecdotal aspects of our school. In addition, the Hawk News student staff visits the ABMI Cable 8 studios and utilizes that facility to plan and produce shows at a much more professional level.

#### **Coexist:**

- Dr. Heather Wiatrowski is the advisor for Coexist. Coexist mission is to build mutual respect and understanding among peers, provide a safe place to express individuality and promote a positive school climate. Coexist currently has approximately 20 members in 9<sup>th</sup> through 12<sup>th</sup> grade. Meetings are held every Wednesday after school from 2:05 to 2:45 pm. Coexist hopes to create an intentional space for building bridges to connect students across their differences.

#### **Drama Club:**

- The Drama Club performs one large musical annually with the potential of a smaller cabaret-style show at the end of the school year. In the 2018-2019 school year Mrs. Kelly Marderosian continues her work with the drama club with the help of assistant adviser Melissa Ennulat.
- The club rehearse once a week on Tuesdays, but will add more rehearsals as the production date approaches. The 2019 play is the *School Edition of The Addams Family*. The performances are March 2nd at 7:30pm and March 3rd at 2pm and 7:30pm.

#### **Robotics Club**

- The mission of Bellingham High School Blackhawks Robotics club is to provide students a platform to develop and pursue an interest in Science, Technology, Engineering and Math (STEM).
- The students will develop Leadership skills, soft and hard(technical) skills and focus their effort on designing and building a well-defined robotics project in order to enter it into competitions against their peers in other high schools.



- While competition and winning are fun, the goal of the club is to foster the courage to dream; resilience after a failure; graciousness after a win and enthusiasm for learning and developing team, communication and collaboration skills.

#### Students will learn and exercise

- Teamwork skills
  - o Collaboration
  - o Communication
  - o Productive technical and personal exchanges
- Leadership and personal growth
  - o Honesty and Integrity
  - o Confidence
  - o Inspiring Others
  - o Commitment
  - o Good Communication
  - o Decision Making
  - o Accountability
  - o Delegation and Empowerment
  - o Creativity and Innovation
  - o Empathy
- Engineering and Product Design
  - o Focus on Simplicity and Effectiveness
  - o Design and document before Building.
- Problem Solving
  - o Clarity in Identifying and communicating the Problem
  - o Determine the Nature of the Problem
    - Systematic Failure Requiring Rebuilding
    - Versus Technical Failure Requiring Fixing
  - o Develop, test and improve solutions
  - o Learning from Failure
- Technology, Coding and Algorithm
  - o Exploring and Refining Ideas
  - o Following a procedure of Test, Verify and Deploy
- Developing Confidence
  - o Plan and Prepare
  - o Learn and Research
  - o Positive Thought

The club meets at least three times a week, from 2:00 to 5:00 pm. When there is an upcoming competition, the students and advisors meet more than 3 days a week.

The robotics club participate in FIRST Tech Challenge (FTC) and SeaPerch (this is an underwater robotics). They participate in 3 official competitions a year: Two FTC and One SeaPerch. There are also scrimmages. BHS Robotics has ranked 2<sup>nd</sup> two years in a row in SeaPerch competitions and were picked as an alliance for final competitions.

### **Student Council:**

- The Student Council Advisors are Ms. Kazlo and Ms. Cormier and is comprised of approximately 50 students from grades 8-12. There are four students that serve as officers, and the Council is accredited by the National Association of Student Councils (NASC). The Student Council provides a service to the school and the community through participation and promotion of the following:
- June - tours at Step Up Day
- August - Blackhawk Experience - eighth grade orientation experience
- Spirit Week & Annual Pep Rally - Many activities and competitions between classes are coordinated and monitored by the Student Council
- Thanksgiving Food Drive - Food items and money are donated to the Loaves & Fishes Food Pantry for families in need.
- Holiday Toy Drive - Toys and money are collected and donated to Loaves & Fishes Food Pantry for families who need assistance during the holiday season
- Operation Gratitude - Members gather to make holiday cards to send to deployed soldiers
- Bi-Annual Ice Cream Social - Student Council coordinates an after school ice cream social open to all students and staff to raise funds for a local charity of their choice
- April - Core Values Spirit Week culminating with participation in the national Day With No Hate event
- May - Annual Class Officer Elections coordinated by Student Council Advisors
- National Association of Student Council – Participation in conferences and attendance to regional events to promote Student Council, and collaborate with districts across the country to share ideas and foster a sense of community



## Bellingham Memorial School

Principal's Report: Year ending December 31, 2018

Jeff Croteau, Principal

Sarah Houle, Assistant Principal

Bellingham Memorial School (BMS) is currently in its fourth year as a grades 4-7 intermediate school. We continue to maintain the elementary model programming for our grades 4 and 5, while our grades 6 and 7 experience a true middle school model before transitioning up to BHS.

BMS has tailored programs to meet the individual needs of our students by providing a safe and supportive learning environment that fosters both academic, and social and emotional student growth. BMS continues to be a Positive Behavior Intervention and Support (PBIS) school where a token economy is used for students meeting the BMS HAWKS standards of **H**aving respect, **A**cting appropriately, **W**orking together, **K**eeping kindness as key and **S**tay safe and responsible... GO HAWKS!!

We feel each student is challenged to actively participate in our school and in the community and to gain responsibility for setting and achieving personal goals, while learning skills requisite for becoming productive citizens.

We continue our focus on developing innovative programming and learning experiences in a rigorous learning environment requiring a variety of educational resources and supports. As we continue our mission, we are thankful for the community's level of support in recent years.

This year's budget proposal is influenced by the following factors:

Support of our student needs

Implementation of School Improvement Plan

The goals set forth in our District Improvement Plan

Identified Areas of improvement

Implementation of new curricula in Science and Math

### BMS MISSION

Through Collaboration, the BMS community will ensure a positive environment that fosters academic excellence, developing self-directed, life-long learners, and socially responsible students.

### BPS VISION

All students will achieve academic excellence and be self-directed learners possessing the ability to think critically, problem solve, communicate, collaborate and research effectively to be socially responsible citizens. ~ Bellingham Public Schools Vision

## BMS CORE VALUES

We believe that:

All students can learn and achieve academic success

Collaboration is essential to the success of all stakeholders

All members of the school community will be treated with respect

## BMS STAFF

Bellingham Memorial School, located in Bellingham, Massachusetts, has an enrollment of 713 students in grades 4-7 serviced by sixty teachers and seven instructional learning assistants. In addition, the students are supported by two guidance/school adjustment counselors, one special education team chair, one school psychologist. The administration consists of one principal and one assistant principal. A support staff of secretaries, custodians, food service workers, bus drivers and other personnel all equally contribute to the effective operation of the school.

## BMS STUDENTS

Based on DESE reporting, the following is a depiction of the BMS student body demographic make-up;

African American 1.9%

Asian 3.9%

Hispanic 4.2%

Native American 0.3%

White 87.8%

Multi-race/Non-Hispanic 1.9%

## PARENT INVOLVEMENT & COMMUNITY PARTNERSHIPS

Meet the Teachers Night

Parent Conferences

Educational Fair

Band and Chorus concerts

Drama performance

BMS PTO

Before & After School programming with YMCA

YMCA-sponsored student clubs

PTO-sponsored student clubs

Bellingham Cultural Council

Bellingham Historical Society

Bellingham Educational Foundation

Bellingham Lions

Family Continuity

Worcester County District Attorney's Office (community-based justice program - collaborative effort between the Bellingham Police, District Attorneys' offices, the Department of Social Services, the courts and the school) and class-wide assemblies about cyberbullying

Bellingham Public Library

## OVERVIEW OF CURRICULA

Bellingham Memorial School has classes following the most current Common Core and Massachusetts state standard curricula in English, Science, Social Studies, Mathematics, Art, Physical Education, and Technology.

For the 2018-19 school year, we introduced a scheduled Enrichment block in grades 4-7. This period allows us to analyze data and provide students the supports or extensions that they need. Our staff works together to triangulate MCAS data with iReady scores and teacher observations, then schedule our students either an intervention or extension opportunity based on what the data demonstrate. Our data coaches and Response to Intervention (RTI) team work collaboratively every nine weeks to update student data, meet with teachers to run data analysis protocols, then review student placements for the next intervention cycle. The BMS data and RTI teams consists of our Principal, Assistant Principal, Literacy Coach, Literacy Specialist, Math Coach, and Team Chair.

As part of our Tier II and Tier III intervention for our most at-risk students, we have a Literacy Coach, a Literacy Specialist, and a Math Coach who provide resources, support, and direct instruction to teachers and students. As needs are identified through data analysis, Ms. Moro, Ms. Mullin, and Ms. Bailey work to group students by area of demonstrated gaps and provide teachers with resources to effectively address those needs. They also take groups of our most high-risk students to identify what fundamental skills they lack and address those areas during our Enrichment block.

If students do not demonstrate a need for academic intervention, our general teaching staff provides opportunities for extension activities during the Enrichment block. Ranging from a History of Bellingham course to a Math in Fairy Tales course and literary circles, our staff challenges students in a way that extends their curriculum in creative, fun, and meaningful ways.

### GRADE FOUR:

#### Staffing:

The fourth grade team includes Ms. Blanding, Mr. Bonney, Ms. Dorcil, Mr. Floman, Ms. Ghostlaw, Ms. Goulet, Ms. Kindl, Ms. Olson, Ms. Pihl, Ms. Schrager, and Ms. Smith. The fourth grade team has two behavioral classes that are co-taught with a full-time general education and a full-time special education teacher present. Two more fourth grade classes are supported by a full-time shared special educator.

#### Highlights:

All fourth grade students are supported with either RTI services or an extension period four days each week, as well as six specials each week: library, technology, PE, chorus, and art.

Ms. Ghostlaw and Ms. Smith are members of the the district's Co-Teaching Committee.

Ms. Pihl, Mrs. Dorcil and Mrs. Olson are members of the district's Math Pilot PLC.

Ms. Goulet is a member of our Instructional Leadership Team.

Mrs. Olson became a Keys to Literacy coach this year so she can serve as a resource for her colleagues throughout the building.

Mrs. Shrager is a member of our Literacy Team

All teachers and students participated in Bullying/Cyber Bullying programming.

#### GRADE FIVE:

##### Staffing:

The fifth grade team includes Ms. Alward, Ms. Cassidy, Mr. Cole, Ms. Graveline, Ms. Hurley, Mr. Mulligan, Mr. Nerbonne, Ms. Plass, Ms. Strom, Ms. Wilson, and Ms. Xantus. The fifth grade team has two behavioral classes that are co-taught with a full-time general education and a full-time special education teacher. Two more fifth grade classes are supported by a full-time shared special educator.

##### Highlights:

All fifth grade students are supported with either RTI services or an extension period four days each week, as well as six specials each week: library, technology, PE, chorus, and art.

Ms. Graveline and Ms. Cassidy are members of the district's Math Pilot PLC.

Mr. Nerbonne and Mrs. Alward are members of our building's Literacy Team.

Ms. Cassidy became a Keys to Literacy coach this year, so she and Ms. Plass can serve as resources for their colleagues throughout the building.

Mr. Cole and Ms. Hurley participated in the NVRS-1 Fractions course to increase the ability to identify and address gaps in learning specific to fractions.

All teachers participated in Empowering Writers

All teachers and students participated in Bullying/Cyber Bullying programming

#### GRADE SIX:

##### Staffing:

The sixth grade team includes Ms. Callahan, Mr. Delaney, Mr. Ehle, Mr. Fennelly, Ms. Gaynor, Ms. Gould, Ms. Grant, Mr. Grover, Ms. Rasche, and Ms. Wethey. The Team Leader is Ms. Rasche.

##### Highlights:

All sixth grade students are supported with either RTI services or an extension period daily, as well as rotating electives and an opportunity to take band.

Ms. Rasche serves a member of the Instructional Leadership Team and as a member of the building's Literacy Committee.

Mrs. Callahan serves as a member of the Instructional Leadership Team

Mr. Ehle and Ms. Rasche are certified Keys to Literacy coaches who serve as resources for their colleagues throughout the building.

All teachers and students participate in the DARE program in conjunction with BPD

All teachers and students participated in Bullying/Cyber Bullying programming



## GRADE SEVEN:

### Staffing:

The seventh grade team includes Ms. Ambler, Mr. Favakeh, Ms. Hoyt, Mr. James, Mr. Marzilli, Ms. Ohnemus, Ms. Powers, Ms. Santangelo, and Ms. Solomon. The Team Leaders are Ms. Powers and Ms. Ohnemus.

### Highlights:

All seventh grade students are supported with either RTI services or an extension period daily, as well as rotating electives and an opportunity to take band.

Mr. Favakeh and Ms. Ohnemus serve as members of the Instructional Leadership Team.

Ms. Ambler serves as a member of the building's Literacy Committee.

Mr. Marzilli is a certified Keys to Literacy coach who serves as a resource for his colleagues throughout the building.

All teachers and students participated in Bullying/Cyber Bullying programming

All teachers and students attended an assembly hosting a Holocaust survivor

## TECHNOLOGY

The technology department is comprised of Mrs. Cortis and Mr. Grist. They run a variety of specials or engaging elective courses for students in grades four through seven. Mrs. Cortis also supports a student-run Help Desk that operates five days a week and works in the building with minor technology troubleshooting and developing 21st Century skills through this course.

## THE ARTS

Our band is directed by Mr. MacDonald. Students in grades 5-7 are eligible to take band and it is built into our daily schedule. The band performs at school-wide assemblies and annual parent concerts.

Our chorus is directed by full-time staff member Ms. Signa and .2 staff member Kaitlin Braman. All students in grades four and five take chorus once per week, and other students have an opportunity to take the class as a special, elective, or after-school activity. The students perform at school-wide assemblies and annual parent concerts.

Our art classes are taught by Mrs. Benson and Ms. Oriani. All students have the opportunity to take art as a special or elective. Student artwork is displayed throughout the building in a vast variety of forms, ranging from temporary displays to murals that brighten up our environment. This year through our enrichment block, Mrs. Benson and her students have adopted walls in our building and have been creating motivational murals for all students.

BMS was recently awarded a \$900 from the Bellingham Cultural Council to repair and revamp the kiln on the ground floor of our building to allow the revitalization of a clay and ceramics program for the 2019-20 school year.



## HEALTH AND WELLNESS

Our health and wellness classes are taught by Mr. Chiappone and Ms. Laplante. All students have an opportunity to take PE and wellness as a special or elective.

## GUIDANCE DEPARTMENT

The guidance department consists of two adjustment counselors, Ms. McKim and Ms. Masotta, and a school psychologist, Ms. Porcaro. They hold individual and group counseling sessions, lunch bunches, social skills groups, and organizational groups. Our guidance department oversees the distribution of our PBIS prizes on a weekly basis.

The guidance department pushes into classrooms to deliver curriculum to students on an ongoing basis in order to supply our students with Character Education topics and programming.

Highlight- The guidance department was awarded a \$13,000 grant to expand our topics and offerings for the 2019 school year to include Social Emotional Learning topics/materials.

The guidance department coordinated the scheduling, dissemination, proctoring, and collection of MCAS test materials in the spring 2018.

The guidance department implements school and family counseling when the needs arise, such as during the crisis BMS faced in November 2018. Their connections with Family Continuity and the other buildings within the district enabled them to reach out to colleagues and organize and implement multiple community counseling opportunities.

The guidance department coordinate the meetings, writing, and dissemination of 504 plans for all students in the building.

The guidance department also attends IEP meetings as members of teams, and writes quarterly progress reports on student IEP counseling goals.

In addition to the above, the school psychologist also conducts psychological testing for all initial and re-evaluations, and attend special education meetings and interpret psychological testing results for families and students.

BMS is proud to have a Clinical Team that meets monthly to discuss and chart progress of students experiencing difficulty and/or trauma. The team consists of the Principal, School Psychologist, Adjustment/Guidance Counselors, Team Chair, Nurse, and BCBA.

## SPECIAL ED DEPARTMENT

The special education team chair is Mrs. Smart, and she is supported by one full-time secretary, Ms. Cournoyer.

The team chair is responsible for scheduling and chairing special education meetings, coordinating scheduling/service delivery/testing for all special education students, adhering to mandated timelines for all special education paperwork, and act as liaison between Rachel Lawrence and the special education staff.

There are seven special education teachers: Mr. Floman, Ms. Gaynor, Ms. Grant, Ms. Hoyt, Ms. Hurley, Ms. Kindl, Ms. Plass, Ms. Santangelo, Ms. Smith, and Ms. Wilson.

Their responsibilities include providing direct services to students across the curriculum on IEPs and 504 plans, co-teaching when placed in inclusion classes throughout the day, teaching academic support classes when scheduled, monitoring progress and collecting data in support of IEP goals and writing quarterly progress reports on IEP goals, and collaborating with regular

education teachers regarding assignments and performance. Additionally, the special education teachers develop and maintain strong relationships with families of students, conduct initial and re-evaluation educational testing, revise and develop student IEPs annually, attend special education meetings (annual, initial, reevaluation, progress), and proctor MCAS exams.

There are 7 Instructional Learning Assistants (ILAs) assigned to both academic support and content classes. Each ILA works in conjunction with the special education and general education teachers to support students.

In addition, we have one substantially separate classroom:

The ABA program services students in grades 4-7. One Special Education Teacher (Kaitlyn Ferrand) services 7 students in a substantially separate classroom. A modified curriculum is presented with a focus on functional skills as well as academics. Specialized instruction is implemented based upon the principles of Applied Behavior Analysis. The program also employs ABA Technicians to provide additional support both within the classroom and during inclusion opportunities in general education classes.

#### After-School Programming

Two Math Clubs; Drama; Student Council; Intramurals;YMCA offerings

##### Math Clubs:

Ms. Cassidy is the advisor of the 5th grade math team. Students train for and compete in Kangaroo Math and Noetic Math competitions.

Mr. Bonney is the advisor for the grades 6 and grade 4 math club. This club introduces students to math games and real-world math opportunities.

##### Drama Club:

Ms. Surette and Ms. Masotta are the Drama Club Co-Advisors. The Drama Club is open to grades 4-7 and performs one large theatrical production annually. In 2018, our students also received the opportunity to perform a smaller cabaret-style show at the end of the school year in conjunction with BHS.

##### Student Council:

The Student Council Advisors are Ms. Houle and Mr. Grist. The Student Council is open to grades 4-7 and provides a service to the school and the community through participation and promotion of the following:

- Monthly BMS Spirit Days

- Thanksgiving Food Drive – Food items and money are donated to the Loaves & Fishes Food Pantry for families in need.

- Holiday Coat Drive - Donated coats are donated to local shelters for children in need.

- Increasing student voice in the BMS

Pennies for Patients to benefit the Leukemia and Lymphoma Society

March Kindness Calendar Challenge - students are challenged daily with a different kindness activity like random acts of kindness, picking up garbage, making a new friend, etc. on a daily basis

May school-wide talent show to celebrate the talents and skills of our students and staff

#### Intramural Sports:

Intramurals are offered to meet the physical, social and recreational needs of each grade level. Activity levels differ to ensure participation from the beginner to the skilled athlete.

The advisors are as follows:

Grade 4 - Mr. Grist

Grade 5 - Mr. Nerbonne

Grade 6 - Mr. Fennelly

Grade 7 - Mr. Marzilli

The mission of our intramural programs are to promote the concept of team.

#### YMCA Offerings:

In collaboration with Kim Jennings from the Hockomock YMCA, BMS has been able to increase STEM-themed opportunities in both classrooms and through after-school clubs such as robotics, Toy Making and Graphic Art. In addition, the YMCA has before and after-school programs for students to participate in to support our working parents.

Respectfully submitted,

Jeffrey Croteau

## Joseph F. DiPietro Elementary School

DiPietro Elementary School proudly opened its doors for the twenty-ninth year on August 27, 2018, welcoming 350 students in grades kindergarten through three. Current administration include: Judi Lamarre, Principal, and Leslie Paterson, Cognitive Behavioral Specialist. There are seventeen classroom teachers along with additional support staff in the areas of reading; 1.5 Reading Specialist and 1.0 Math Specialist. In addition, we have six Special Educators working with General Education teachers in a co-taught model servicing six classrooms and all students on Individual Educational Plans. Students receive a rich educational experience which includes weekly art, music, physical education, technology and library classes. This is year six of the universal, free full-day kindergarten program which has an enrollment of 93 students. We are very pleased to announce that we are currently the home of two preschool classrooms, and look forward to growing this program at DiPietro in the future. The addition of the preschool program has afforded us the opportunity to work closely with the preschool students and staff to determine needs for our upcoming kindergarten students. With the addition of the preschool, there is a real need for increased support services in the area of Occupational Therapy, Physical Therapy, and Speech and Language Therapy. There is a need to recognize that preschool students enter the system on a rolling, not annual basis. Service providers already have full schedules based on known building based needs. Therefore, the need for flexibility across the district may be needed to meet the required needs of all students.

Students and staff at DiPietro Elementary worked on the idea of making and articulating our thinking and reasoning as a learner. As a building, we focused on the work on Jim Nottingham, through his text, *Challenging Learning Through Dialogue*. This supported our work in developing strategies to engage our students and develop their language of learning. As a group we discussed and shared practice through PLC groups around the following:

- \*Dialogue to Engage Students
- \*One Way to Learn and How to Think: Develop Reasoning
- \*Dialogue Groupings
- \*Structures for Proven Engagement Strategies by Dr. Spencer Kagan

We are the home to the district-wide elementary Behavioral Support Program. This program helps to support our students in the following areas: self management, self awareness, social responsibility, responsible decision making and relationship skills. Explicit strategies are taught to students so they can self-regulate in the classroom setting, across the school, and while in the community at large. All students also receive Tier I instruction on social/emotional skills one time per week with our School Adjustment Counselor and Behavioral Coordinator. Based on data from our Emotional and Behavioral Screening tool, additional students are identified and placed into Tier II or Tier III groups for additional support in self-regulation and self-management skills.

The mission of DiPietro Elementary School is to create a community where students are supported academically, socially, and emotionally; to promote and foster thinking and problem-solving in both social and academic areas as they move through an ever changing world. Our supportive learning environment meets the individual needs of all students. It is our goal to maximize achievement, promote social competence, respect similarities as well as differences, and develop lifelong learners who contribute positively to the community. One of our school-wide goals is to promote the vision of the school by actively involving the following community stakeholders: BHS Life Skills program, student interns from Keough Academy, a



continued connection with the Post Office as we have implemented and establish a school-based mailing program called “PAW Delivers” and the continuation of Mystery Readers in many classroom settings. These partnerships help to foster academic growth and promote connections with different constituent groups across the community.

Our school-wide instructional focus for the 2018-2019 school year, is to strengthen data-driven planning that continues to support and promote student engagement and requires students to make thinking visible in both verbal and written interactions. The creation of data blocks where teachers can discuss both formative and summative assessments was built into the weekly schedule. In addition, the creation of a tiered system of support in the area of social/emotional skills was developed to meet the needs of all students by creating common vocabulary, strategies and tools students can use to decrease anxiety, promote the ability to self-regulate and incorporate school-wide expectations into the culture of the school. DiPietro School was fortunate to qualify for Title I and to have the addition of Title I tutors which provide targeted students with additional supports and strategies in the areas of both Math and ELA. This support provides our students with the opportunity to work in small groups with tutors on specific, targeted skills. In addition, the district has moved to the iReady assessment system, which is a universal screening tool, administered three times per year. This tool assists teachers in determining what skill sets are challenging as well as areas of strengths for our students. Using this data, staff can make informed instructional decisions around student learning.

We continue to work on our co-teaching classrooms at all grade levels. These classrooms are staffed full time with a general education teacher as well as a special education teacher with both teachers responsible for classroom management and instruction. The co-taught teams at each grade level work collaboratively to meet the needs of each student in their class; we are striving to develop extended time blocks for co-teachers to meet to develop and design instruction. With most instruction for all students happening within the regular classroom setting, students have the opportunity to remain with their peer group for a greater percentage of the school day. This gives students direct exposure to grade level instruction and material. In addition, data collection and progress monitoring is done in orchestration with the general education teacher, math specialist and reading specialist.

We have also secured grants in the following areas:

MTSS Literacy - We are in the process of examining our current district-wide assessment structure as well as looking critically as to how we are supporting literacy through RtI services. In addition, we continue to work on building the district-wide literacy plans at the elementary level.

Early Grades Literacy Grant - Funding from this grant will support new non-fictional texts in the area of science and will enhance curriculum around thematic units of instruction. In addition, this year we will be looking closely at the language standards, and developing common vocabulary, protocols and structures which will be practiced across the school setting.

Metro-West Social/Emotional Grant - We are currently working with the State to disseminate the newly developed prek-k social/emotional standards. As we work to establish common practice based of the CASEL model, we continue to develop and implement a tiered system of support for all students through solid, research-based tier one instruction. At the end of the school year a team was developed to examine current Social/Emotional programs. The purchase of PATHS, (Promoting Alternative Thinking Strategies) kits for both kindergarten and grade one students will be implemented during the 2019-2020 school year. The program will be expanded to grade



two and three during the 2020-2021 school year.

All grade three students took the computer-based MCAS 2.0 Assessment for the first time this spring. We have identified areas of need across the school. These areas continue to include: short response, as well as the integration of knowledge and ideas when working on reading comprehension and writing skills. In math, we will provide students with a strong focus understanding concepts of area and mathematical reasoning using shapes and attributes. As a district we have developed a pilot committee to study mathematics programs for grades K-5. This committee met monthly or bi-monthly to meet with vendors to determine which programs should be piloted across our district. We will be piloting two programs during the 2018-2019 school year, which will include; Ready Math and Bridges. These programs will be discussed throughout the school year, with a final decision being made in the Spring of 2019. We continue to implement Reader's and Writer's Workshop, along with Math Workshop for literacy and math instruction.

Parents and community continue to be an integral part of our school. Volunteers help us through their regular assistance in classes, on special occasions, through projects, fundraising and by offering enriching activities. Due to the efforts of the DiPietro Elementary School PTO, our students have opportunities for after-school clubs and activities, field trips, special programs, and more. Examples of these enrichment activities include: Officer Phil, Miss Money & the Coins, and Len Cabral; Anti-Bullying programming for grades 1-3; and the Discovery Museum's Nutrition Detectives, Native American hands-on artifacts presentation, and the Discovery Museum's Light & Lasers program for grade 3; the Owl Program, and the Discovery Museum's Dinosaur's program for grade 2; Healthy Futures and the Discovery Museum's Sound program for grade 1; Pumpernickel Puppets for kindergarten and grade 1; and the Discovery Museum's Bubbles program for kindergarten. In addition to the wonderful in-school programming listed above, the PTO also paid for field trip buses and for before and after-school programs. In addition, we have successfully implemented a "Mystery Readers" program in many of our grade levels and continue to enjoy to our "Walk to DiPietro School" day throughout the school year.

Our students continue to thrive under the leadership of Superintendent of Schools, Mr. Peter Marano, and the District School Committee, chaired by Mr. Michael Reed. The community's continued support is greatly appreciated.

Respectfully submitted,

Judith A. Lamarre, Principal

## *Stall Brook Elementary School*

The mission of the Stall Brook Elementary School is to be an inclusive school community that supports students, empowers teachers, and engages families. Students and staff strive to approach tasks with a growth mindset that emphasizes the importance of effort when learning new things. Students experience research-based and scientifically proven instructional practices that develop individual and collaborative problem solving and critical thinking skills. We are an educational community committed to:

- promoting the establishment of Professional Learning Communities among the staff with the purpose of collecting, analyzing, and assessing data to guide instructional practices and improve student achievement.
- rigorous implementation of a RtI (Response to Intervention) model that includes a combination of high-quality responsive instruction, assessment, and evidence-based intervention.
- providing an environment that inspires participation, responsible actions, problem-solving, creativity, productivity, and the enhancement of self-esteem.
- cultivating collaborative relationships and mutual respect between the school, home, community, and administration.
- supporting our teachers' understanding of our current math and literacy research-based programs with the aim of improving student learning and achievement.
- increasing our educators' competency of social-emotional learning and instruction to guide students' in the development of skills to build relationships, work with others, take perspective, as well as identify and regulate their emotions.

Instruction at Stall Brook Elementary School is child-centered and focused on meeting the individual needs of our learners. Our teachers stress thinking skills and problem-solving in mathematics; reading for interpretation and meaning in a variety of genres and in all subject areas; expository and creative writing that is thematically developed, well constructed and able to capture the reader's interest; investigative learning in science; and understanding the world around us through relevant research and project design. In addition, the integration of technology with all aspects of the curriculum has enhanced our students' learning experiences, including the new Makerspace. We adhere to the belief that children at the elementary level learn best when they construct meaning on their own, work in heterogeneous cooperative groups, and develop strategies for independent problem-solving.

We currently have four sections of full-day kindergarten, four sections of first grade, four sections of second grade, and three sections of third grade. At Stall Brook, we are committed to the inclusion of all students, thus students requiring special education services and English Language Learners are educated within our inclusive classrooms supported by teachers and specialists. Stall Brook Elementary School also houses two substantially separate ABA classrooms to meet the needs of students who require additional support beyond our inclusion modeled classrooms.

Stall Brook has a schoolwide Title I Program. Through this federal grant, we are able to provide additional tiered literacy intervention across all grade levels. The staff who deliver such services include a full-time Literacy Specialist, a part-time Literacy Specialist, a full-time Math Specialist, two part-time Title I Literacy Tutors and two part-time Math Tutors.

We implement a comprehensive literacy approach and are currently using a Reader's and Writer's Workshop model. During Reader's Workshop, teachers engage students in mini-lessons that focus on reading strategies, word study, and comprehension, including working with students both one to one and in flexible reading groups using appropriate leveled texts and materials. Our Writer's Workshop also begins with a mini-lesson focusing on language, writer's craft or the writing process. Children confer with teachers, develop ideas, draft writing, revise and edit their work, then celebrate the publishing of their pieces.

The analysis of data collected from a variety of ongoing assessments helps teachers inform instruction and set student learning goals and teaching objectives. Reading and writing assessments are given several times a year to help determine a child's strengths and weaknesses in oral language, phonemic awareness, phonics, concepts of print, letter recognition, sight words, fluency, vocabulary, comprehension, and written expression, as well as response to text. Specialized programs such as *Leveled Literacy Intervention (LLI)*, *Foundations*, *Wilson*, *Verbalizing and Visualizing (VV)*, *Next Steps in Guided Reading*, and *Read Naturally* help selected students receive additional help in literacy instruction.

This year at Stall Brook we are piloting two research-based math programs to identify which is best for our district. These are the Ready Math and Bridges programs. Both programs focus on students' development and mastery of elementary math concepts as well as reasoning and problem-solving skills. A pilot committee with representatives from all grade levels meet monthly to have collaborative discussions about the strengths and weakness of both programs.

For students in need of further math support, we provide tier II and tier II intervention using a variety of programs including *Developing Number Concepts* by Kathy Richardson, *Math Recovery*, as well as the intervention programs associated with Bridges Math and Ready Math. These are aimed at reinforcing foundational skills in students who require extra support in math. The district will be identifying which math program is the best fit for our students and will be used going forward to provide a comprehensive math curriculum that challenges and supports each and every Stall Brook student.

In Science and Social Studies, teachers continue to base their curriculum on the Massachusetts Frameworks. Using several different resources, teachers engage students in the scientific method and project-based learning to explore new topics. We have found that working together as a grade level has enabled our teachers to develop relevant, stimulating units of instruction. Classroom teachers work together with specialists to include Science and Social Studies themes and topics across the curriculum. In addition, to align with the common core standards, our teachers integrate the Social Studies and Science units into literacy standards using a variety of nonfiction genres.

Along with Stall Brook's focus on academics, we strive to provide a balanced education that includes social-emotional learning. This year, our kindergarten and first grade classrooms are engaging in the PATHS social-emotional curriculum. Through the use of the PATHS curriculum, students are explicitly taught strategies and skills to resolve conflicts, identify and manage emotions, problem-solve, make responsible decisions, as well as the skills of empathy and perspective-taking. These classroom delivered lessons are done by classroom teachers twice a week and integrated through the school day for generalization and modeling of skills.

This year the Stall Brook community has co-teaching classrooms at all grade levels. Within our kindergarten and third grade, our co-teaching classrooms are staffed full time with a general



education teacher as well as a special education teacher. In our first and second grade co-teaching classrooms, one special education teacher and instructional learning assistant support two classrooms with consistent full-time regular education teachers. This type of inclusion model is new to Stall Brook this year. In addition, one of our first grade classrooms is supported part-time by a special education teacher in a co-teaching fashion. These models were identified to best meet the needs of our students. Within our co-teaching classrooms, both teachers are responsible for classroom management and instruction. The co-taught teams at each grade level work collaboratively to meet the needs of each student in their class. Most special education services are delivered in the general education setting, minimizing the amount of time students who receive specialized services are removed from the classroom. All students in these classrooms are exposed to grade-level material and provided with the necessary modifications and accommodations to be successful.

There are currently five special education teachers who are working full time in a co-taught classroom in kindergarten through grade three. There is one full-time special education position that provides additional service needs outside of the general education setting. As always, our special education staff continues to work closely with the math and literacy specialists in the building to use a variety of tools and implement programs that will best meet the needs of all students. Continuous data collection and progress monitoring are utilized in order to assess personal student growth.

Stall Brook Elementary is the home of the elementary-level Applied Behavior Analysis (ABA) Program, which provides individualized services to students with significant cognitive difficulties, often in combination with behavioral challenges. This program utilizes researched, evidence-based, and data-driven strategies of ABA to support students in all aspects of their school day. This year, the *Autism Curriculum Encyclopedia (ACE)* is being used with all appropriate students in the ABA Program. The ACE, developed by the New England Center for Children, allows teachers to pull from a large database of programming based on ABA principles and customize the programs to the individual student. This, along with the highly-trained staff and structure of the program, allows our students to receive an education tailored to their needs while remaining actively involved in their home community. The ABA program supports students with a diversity of needs through individualized programming with the goal of maximizing the time students are successfully included in the general education setting. Stall Brook provides special needs and general education students the opportunity to learn from each other across a variety of domains through inclusion, based on student needs. All Stall Brook students benefit from inclusion by learning academic, communication, and social skills from each other in an environment that supports the acceptance of all learners.

This year, Stall Brook continues to be committed to developing and deepening a positive school culture that includes all of its members. With the implementation and strengthening of our Positive Behavioral Intervention Support Program (PBIS), behavioral expectations (“behavioral promises”) were identified. The goal of this program is to explicitly teach and celebrate positive behaviors in our students. Students were taught the expectations of what being safe, kind, responsible, brave, and honest are within all areas of our school. Students are continuously reinforced for these behaviors through acknowledgment systems within their classrooms and throughout their school. Staff also participate in our PBIS program to contribute to develop a positive school culture and model prosocial behaviors. They are also recognized for being safe, kind, responsible, brave, or honest by adults and students within our building.

Stall Brook also celebrated many special days throughout the year. In an effort to capitalize on

learning on Halloween, Stall Brook participated in Adjective Day again this year. The goal for the day was for students of all ages to learn what an adjective is and to enrich their word choice in their oral and written language by dressing as an adjective and participating in word choice activities throughout the day. In addition, no winter school day is more enjoyable than our “Cozy Winter Day” celebration in February. Our students engage in many different activities centered on the theme of winter. They read poems and books about winter, write stories, listen to classical music, and gather for the monthly assembly to hear a winter-themed story read to the entire school. Two book fairs are hosted yearly. These fairs add books to the school library, classroom libraries, and book collections at home.

Stall Brook’s Parent-Teacher Organization (PTO) continues to be an integral part of our school community. The PTO organizes and executes activities for students and families throughout the year. These include a “Pumpkin Stroll” evening in October, where students and families donated carved pumpkins and the PTO decorated the halls of Stall Brook with lights and displays. Students and families were invited to walk through and view the spectacular sight. Also, the Stall Brook PTO organizes monthly food drives this year to benefit the local food pantry. Students participate in the collection, sorting, packing and delivering of food and other supplies to the Loaves and Fishes Food Pantry in Bellingham. The school year ends with our Third Grade Memory Night, the Third Grade Talent Show, and a special all school field day; events all supported by our PTO.

At Stall Brook, we are grateful for the support from our district administration, families, and the community at large. All play an important role in our ability to educate our students to continue to grow and achieve. We, at Stall Brook, are privileged with the opportunity to work with students to set the foundation for their educational career within the Bellingham Public Schools.

Respectfully submitted,

Emily Luuri, Interim Principal



# CURRICULUM, INSTRUCTION, AND ASSESSMENT

Annual Report: Year Ending December 2018

Carolyn Rafferty, Assistant Superintendent of Curriculum, Instruction, and Assessment

The Bellingham School District began formalized five-year Curriculum Review Cycle in 2018-2019. The development of a curriculum review process is an essential component to maintaining a focus on continuous improvement of student learning. The Curriculum Review Cycle consists of four phases:

1. *Self-Study*: Analysis of the current curriculum and development of action plan
2. *Develop/Redesign*: Development and revision of curriculum
3. *Implement/Monitor*: Implementation and monitoring of curriculum (2 years)
4. *Evaluate*: Evaluation of data/outcomes

## *Curriculum Review Cycle 2018-2023*

Curriculum Focus Area	Self-Study Action Planning	Develop/Redesign	Implement/Monitor Yr 1	Implement/Monitor Yr 2	Evaluate
Math	2018-2019*	2019-2020	2020-2021	2021-2022	2022-2023
Social Studies World Languages	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Science Technology	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
ELA Library	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Art, Music, Wellness (Health/PE)	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027

Our formal Curriculum Review Process began over the summer in preparation for the 2018-19 School Year. This year we are in the Self Study/Action Planning phase for Mathematics.

Bellingham Public Schools has used Think Math, Delta Education, as our core math instructional program for grades K-5 for more than 6 years. Curriculum review work at various grade levels has indicated that this program is not aligned with changes made in the Massachusetts' Curriculum Frameworks for Mathematics. While we have worked in previous years to develop

supplemental materials and units, various sources of state and local data indicate that as our students enter grades 6-8 they are not reaching proficiency levels needed in the core skills necessary to be successful with the rigor of the curriculum at those levels. We have recently seen a decrease in the number of students meeting the requirements for honors course in mathematics at these grades as well.

As a result of this review data, we identified the need for a new core math program as a high-priority. During the summer, a Math Pilot Planning Team was formed to develop the parameters of a program pilot. Under the guidance of our District Math Specialists and the Assistant Superintendent of Curriculum, Instruction, and Assessment, the Math Pilot Planning Team developed the scope of the project, set timelines, developed a program review rubric, conducted surveys for input from instructional staff, and acquired program samples. The Math Pilot Planning Team has identified two programs for the 2018-19 Pilot.

**Bridges In Mathematics** The Math Learning Center

**Ready Math** Curriculum Associates

All classes, in grade Kindergarten through Grade 5, are piloting one of these programs and the committee will make a final decision in April of 2019 as to which program will be fully adopted for the 2019-2020 school year.

Additional actions taking place during the Self Study this year include:

- Vertical curriculum meetings
  - Grades 7 and 8
  - Grades 6 and 7
  - Grades 5 and 6
- Transition to full implementation of McGraw Hill, Algebra program, with staff training for all Grade 8 math

The Math Curriculum Review Team consists of the following Staff Members:

Carolyn Rafferty, Assistant Superintendent of Curriculum, Instruction, and Assessment

Amy Remy, STEM Department Coordinator, BHS

Kristen Martin, Math Teacher, BHS

Justin Scott, Math teacher, KMA

Paula Bailey, Math Specialist, BMS

Kristene Morgan, Math Specialist, Stall Brook

Charlotte Tucker, Math Specialist, DiPietro

A final Self Study report will be submitted to the School Committee in June of 2019.

## DEPARTMENT OF SPECIAL SERVICES

Annual Report: Year Ending December 2018

Rachel Lawrence, Assistant Superintendent for Student Services

The Student Services Department supports the overall mission of the Bellingham Public Schools by collaborating, providing personnel, staff development and leadership to meet students' learning needs in a single system of education that maximizes the resources of the entire system. The Bellingham Public Schools' Student Services Department provides resources and strategies that ensure all children with a disability are provided with a Free Appropriate Public Education (FAPE) that prepares them for further education, employment, independent living and are afforded the opportunity to meet District Learning Goals. We are a community of parents, teachers, administrators, business leaders and general public committed to excellence and accountability. Our vision for the future is constantly shaped by the diverse and changing needs of our students. We recognize that teamwork is integral to our efforts and that effective collaboration maximizes our resources so that our students are well prepared for the future.

The ABA Programs continues to serve our students with developmental disabilities from preschool through 22 years of age. The programs are located at the Stall Brook Elementary, Bellingham Memorial, and Bellingham High Schools. The ABA programs are support by Katie Spaziano, Clinical Director/Board Certified Behavior Analyst; Erin Masoero, Board Certified Behavior Analyst and Paula Desmarais, Board Certified Behavior Analyst. Instruction is provided by certified special education teachers and ABA technicians. Students within these programs receive speech/language, occupational therapy, and adaptive physical education through the co-teaching/consult model which imbeds these services within the classroom and throughout their day. The students also participate in the general education setting for a portion of their school day.

The Bellingham Early Childhood Program (BCEP) led by Mrs. Pam Fuhrman, has been very successful in supporting our special needs preschoolers in the least restrictive environment. Approximately one hundred children ranging in age from 3 to 5 years old participate in the program. The BCEP staff consists of five teachers which include two special education teachers along with classroom assistants, and a team of support staff including speech/language pathologist, occupational and physical therapists and school nurse. The teachers and support staff have become highly skilled in working with the Mayer-Johnson Picture Exchange System, communication journals, Social Stories and have completed training in Applied Behavior Analysis. The preschool has collaborated with our local Community Partnerships for Children to develop parenting programs and conduct home visits to work with families of special needs students. BCEP cooperates with both the regional early intervention programs and the elementary schools to provide smooth transitions for all students.

Under the leadership of our elementary principals, Emily Luuri, Interim Principal at Stall Brook Elementary School and Judi Lamarre at DiPietro Elementary, students with disabilities are included within the general education classes in both schools. There is a full-day inclusion kindergarten class and preschool programs at both elementary schools. Special education teachers in grades Kindergarten through grade three provide support and instruction to students within the general education classroom or in more intensive small group settings. Special education teachers work in collaboration with the regular classroom teachers to facilitate a co-teaching model. In addition, special service providers may work within the general education classrooms to deliver services. Instructional learning assistants also provide support to identified students throughout the day.

The elementary behavioral support program has been implemented at DiPietro Elementary School. This program services students throughout the district in grades K through three. Under the direction of Mrs. Lamarre, Principal and Leslie Patterson, Behavior Specialist, the students who have been identified with social/emotional and/or behavior needs are supported within the general education classroom with direct intervention and instruction. Students are taught strategies to help them identify and regulate their feelings and behaviors that may interfere with their learning. The students also receive support from our Board Certified Behavior Analyst, Behavioral Specialist, School Psychologist, Occupational Therapist, Special Education Teachers, Applied Behavioral Analysis Technicians and Instructional Learning Assistants.

Jeffrey Croteau, Principal, and Sarah Houle, Assistant Principal, provide leadership at the Bellingham Memorial School. Students participate in a continuum of special education programs from full inclusion to small group classes in the areas of English Language Arts and Mathematics. The small structured setting provides student the opportunity to receive instruction in these core academic subjects. Their curriculum is aligned with both Massachusetts Curriculum Frameworks and grade level standards. In addition to the academic curriculum, the students participating in the ABA program receive prevocational instruction within the fully equipped culinary center. Specialized Reading is also available at the Memorial School for students requiring a structured, systematic, phonetic-based reading program. To further support the students within the general education program, the occupational and speech/language therapies are being provided within the classroom along with individual and small group settings.

Under the leadership of Megan Lafayette, Principal with Thomas Forbes and Jo Ann Masterson, Assistant Principals, the Bellingham High School also has several programs to support special education students. There are two substantially separate programs that focus on transitional life and pre-vocational skills for students with developmental disabilities. These students are provided modified classes in English, Math, Social Studies and Science and also participate in general classes with accommodations and instructional supports. Students in these programs also have various vocational training opportunities as well. They run the school store, manage the supply closet and distribution of materials at the high school, provide a laundry service for the athletic department and grow plants in the greenhouse. In addition, they access several vocational activities in the community by working at the Salvation Army sorting clothes, shelving food at the food bank, and working in the cafeteria at Landmark Hospital. Most students participate in an inclusion setting within the general education classrooms.

The Applied Behavior Analysis (ABA) Program serves students with cognitive delays with or without behavioral difficulties through the use of Applied Behavior Analysis principles of learning. These services are delivered in both a substantially separate classroom and an inclusion setting, with the amount of time in each setting dependent on the individual students' abilities and needs. The program utilizes a variety of research and evidence-based strategies, such as discrete trial teaching, natural environment training, positive reinforcement, and Picture Exchange Communication Systems, Social Thinking curriculum to help students reach their academic, communicative, behavioral and social potential.

Special education teachers serve as the students' liaisons ensuring that the Individual Educational Program (IEP) goals/objectives are achieved, progress is monitored, and services are provided. The teachers are instrumental in facilitating effective communication between the school and parents. Special needs students may be assigned to an academic support class during the day, if needed, for small group or individualized support. Most students are serviced within



the classroom setting and are supported by special education staff and/or provided accommodations or modifications to allow them to access the general curriculum. The administration and staff work together to provide an Inclusion model that provides optimal educational opportunities for all Bellingham students.

The Keough Memorial Academy, KMA, provides an alternative program to junior and senior high school age students with special needs in the least restrictive setting. KMA is a certified 766 day-school approved by the Massachusetts Department of Elementary and Secondary Education (DESE). Students from Bellingham and several surrounding communities are educated in a small class environment with a range of educational and therapeutic services. David Cutler, Principal of KMA, continues to emphasize instruction and curriculum that meets the state standards for all students in the program. Under his direction, students are encouraged to work to their maximum potential while developing problem solving skills that will empower them to become productive, caring and successful contributors in our schools and society. Utilizing the Positive Behavioral Intervention System, the staff members at Keough Academy foster a holistic approach to learning and support the emotional and psychological needs of their students, as well as meet the educational requirements necessary for successful entry into a higher level of education or the workforce.

The school adjustment counselor, Jackie Farese, is available full time for those students needing a strong therapeutic component. Specialized reading instruction and speech/language services are available to students who require these services. As the quality and diversity of programs at the Keough Academy grow, so does the demand for placement at KMA from surrounding communities.

With the full support of the Superintendent of Schools, Peter Marano; the Assistant Superintendent for Curriculum and Instruction, Carolyn Rafferty, and all the Principals, the Office of Student Services continues to provide high quality educational programs and services for all our students. With continued collaboration, we are confident that our students will continue to receive a Free Appropriate Public Education (FAPE) that prepares them for further education, employment and independent living.



## FEDERAL AND STATE PROJECT GRANTS

Listed below is a summary of Federal and State Project Grants received during the School/Fiscal year of July 1, 2018 to June 30, 2019.

	<b>FEDERAL GRANTS</b>	
1	Title IIA, Teacher Quality	\$44,641
2	Federal Sped 94-142 Allocation	\$661,341
3	Title I Distribution	\$175,859
4	Title IV, Student Support and Academic Enrichment	\$12,985
	<b>SUB TOTAL FOR FEDERAL GRANTS</b>	<b>\$894,826</b>
	<b>STATE GRANTS</b>	
5	Early Grades Literacy Program Grant	\$20,610
6	Supplementary Supports for Enhancing Data Grant	\$20,000
	<b>SUB TOTAL FOR STATE GRANTS</b>	<b>\$40,610</b>
	<b>OTHER FEDERAL GRANTS</b>	
8	Sped Early Childhood Grant	\$28,156
	<b>OTHER STATE GRANTS</b>	
9	Metrowest Health Foundation SEL Grant	\$35,000
	<b>SUB TOTAL FOR OTHER GRANTS</b>	<b>\$63,156</b>
	<b>DISTRICT TOTAL FOR ALL GRANTS</b>	<b>\$998,592</b>







